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ABSTRACT

The 1979 edition of the Title I, Higher Education Act Program Abstracts is presented. Directed toward state Title I, HEA administrators, the program abstracts are made available in order to encourage nationwide program replication of those tested and evaluated programs that have been conducted with Title I support by institutions of higher education throughout the U.S. The volume is also designed to develop linkages between faculty of institutions of higher education who have expertise in the subject areas represented by these abstracts and the staff and leaders of public and private agencies who are looking for innovative program ideas. The abstracts are divided into four sections. Section I on Human Resource Development includes programs on: family; handicapped; older adults; minority issues; women; consumer issues; legal issues; career counseling; educational counseling; and human resources education. In Section II, Natural Resource Development, programs deal with: environment; land use; water; and rural, urban, regional planning. Section III on Economic Development reports programs on: business; employment; housing; and transportation. In Section IV, Community Development, the programs cover: citizen participation; government official training; neighborhood revitalization; community health; and cultural development. Each sub-topic contains several individual projects (e.g., "Family" contains reports on contemporary parenting, adolescent sexuality, and child abuse). The abstracts report project title; participants; project summary; methods; institutionalization, spin offs, and future plans; materials developed; and the project director's name and address. (LC)

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Title I, Higher Education Act
Program Abstracts

The 1979 edition of the Title I, Higher Education Act Program Abstracts is made available to the State Title I, HEA Administrators in order to encourage nationwide program replication of those tested and evaluated programs which have been conducted with Title I support by institutions of higher education located around the country.

It is also designed to develop linkages between faculty of institutions of higher education who have expertise in the subject areas represented by these abstracts and the staff and leaders of public and private agencies who are looking for innovative program ideas.

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Section I
Human Resource Development

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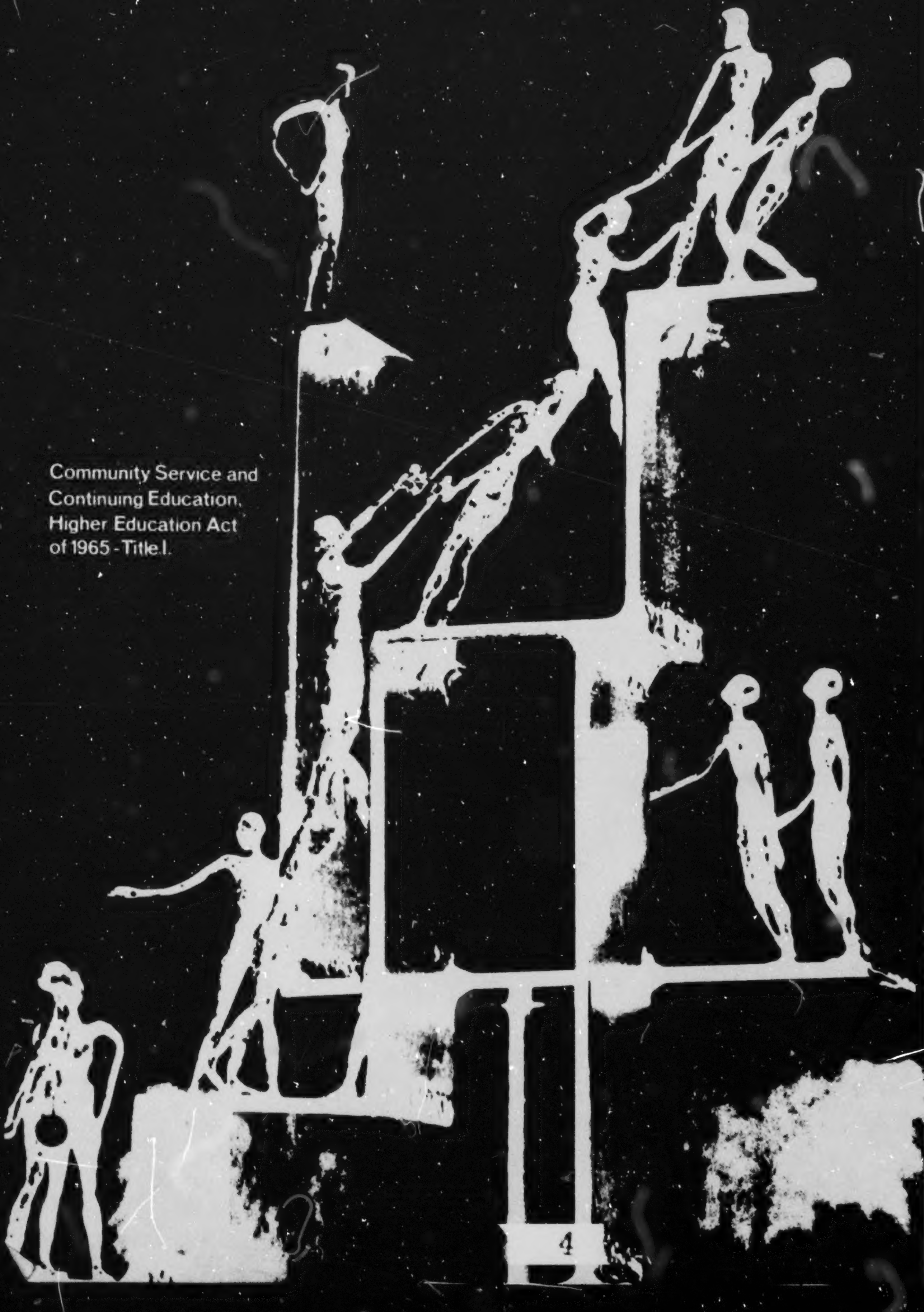
FAMILY

Community Service and
Continuing Education,
Higher Education Act
of 1965 - Title I.



Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title:	Family Resource Management for Single Parents--Professional Training	**Project Duration:**	8/1/78-6/30/79
Participants:	Professionals working with single-parent families	**Number Served:**	80 seminar participants, 3,200 indirectly

Project Summary:

The purpose of this project is enhancing the skills of counselors and educators who work with single-parent families in the area of personal adjustment and management of family resources. The project also addresses the need for greater understanding of changing family life patterns in the community in general and has as one of the goals the development of a community support network for single parents having difficulty managing family resources.

Methods: There are three major phases of the project. Community Forums are held in five locations throughout the state in which the concerns of single-parent families are shared. Information from these forums is used in the development of content and the selection of materials for a college-level class in resource management delivered by Talk-Back Television to ministers, counselors, educators, and others working with single parents. The seminar (phase 2) is comprised of eight, two-hour sessions. Phase 3 consists of consultative services to communities in the establishment of support groups for single-parents.

Institutionalization, Spin Offs, Future Plans: Support groups that are established through the project will be on-going in some communities. It is expected that the quality of services to single parents will be greatly improved, since the professionals will develop a more comprehensive understanding of the interrelated problems of the single-parent family. Future plans for replication of the project depend upon response to the project.

Materials Developed: Curriculum materials being developed in the project include a reference notebook for professionals, which contains readings, group activities, value clarification exercises, and information regarding financial assistance programs. Manuscripts are planned that will describe the project.

Project Director: Dr. Sharon Y. Nickols

Title	Assistant Professor	*Department*	Housing, Design and Consumer Resources
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Title I HEA State Administrator Jerry L. Hargis, State Regents for Higher Education - OHIO

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Parent Advocacy Training

Project Duration: 36 months ending 7/1/78

Participants: Latin American parents

Number Served: 575

Project Summary: Parents in the poverty areas are poorly educated, shy and fearful of persons in authority and unable to deal with the bureaucracy of the school system. However, it is most important that they become involved because of the high rate of truancy and drop-out of children. Classes help prepare parents to deal individually and collectively with the school system to improve relations and communications.

Methods: Five two-hour sessions dealing with parents' rights and responsibilities in regard to public education were held. These involved visits to schools, role playing practice sessions, and public speaking help in presenting problems.

Institutionalization, Spin Offs, Future Plans: Parent Advocacy Inc., a parent-school union to help parents become effectively involved in education of their children, was formed. This self-sustaining organization helped parents, many of Spanish background, to deal with the school system. Newsletters, and classes conducted in Spanish, also aided parents.

Materials Developed: Slide presentation on the purpose of parent advocacy and training packets of information and class materials

Project Director: Sr. Diana Drufenbrock

Title Adjunct Faculty

Department

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Institution Alverno College

Title I HEA State Administrator Lorna M. Miller, University of Wisconsin-Extension - WISCONSIN

Community Service & Continuing Education A Higher Education Act, Title I Program Abstract

Project Title: Contemporary Parenting: A Community Approach

Project Duration: 10/1/78-9/30/79

Participants: Single parents, stepparents, adoptive parents, foster parents with handicapped children, and all other parents

Number Served: 360 in courses

Project Summary: The purpose of the program is to provide community-based, ongoing parent education courses and workshops for parents and caregivers who are raising children in a variety of family settings. The program will operate in three counties (Jackson, Kent, and the western part of Wayne). Three eight-week courses will begin in each county in January 1979.

Methods: Community-based advisory boards will suggest course topics for January and April courses. Plans already developed for western Wayne County include the following eight-week courses: Teenagers: A Challenge to Parents, to be offered at the YMCA; Handling Lying, Dishonesty, and Destructive Behavior, to be held at the Community Center; and Working Parents and Child Rearing to be held at the UAW Union Hall. Courses are limited to 25 parents. The format emphasizes focused discussion and sharing.

Institutionalization, Spin Offs, Future Plans: The program involves building an ongoing structure between a university, community colleges, public school systems, and community agencies and organizations that are interested in parent education. The goal is to develop a model in the three communities that can be expanded to a statewide system of parent education.

Materials Developed: The following materials are currently being developed: course outlines and suggested activities for six eight-week courses. A comprehensive bibliography and study guides for books written for children that parents might use with their children to discuss issues of the program (e.g., having a handicapped sibling, living in a blended family, not seeing your father very often) are also being developed.

Project Director: Bruce L. Warren

Title Director
Contemporary Parenting Program

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Ypsilanti, MI 48197

Department Sociology

Institution Eastern Michigan University

Title I HEA State Administrator Richard J. Smith, State Department of Education - MICHIGAN

Project Title: Toward Responsible Adolescent Sexuality **Project Duration:** 6/1/77-9/15/78

Participants: Youth workers **Number Served:** 67

Project Summary: Using communications strategies that participants could easily employ with adolescents, the participants were guided through activities that helped them identify the issues that both teens and adults must face in the broad area of human sexuality. Occupations of participants included church workers, probation counselors, directors of children's homes, family planning counselors, ministers, school counselors, cottage parents, nurses, and directors of rape centers. The major results of the project as reported by participants were exposure to resources, materials, and professionals; development of communication skills and techniques; opportunity to exchange ideas; and discussion of problems with counterparts and professionals.

Methods: Sixty-seven participants whose profession entails advising youth actively participated in six three-hour sessions, which included instruction sessions, discussion in small groups led by professionals, role playing, and one-to-one discussions with experts. Maximum emphasis was placed on improving communication techniques among the participants and developing these techniques for use in the daily work of the participants in their respective occupations.

Institutionalization, Spin Offs, Future Plans: The institution plans to repeat this project using funds from participant fees and other sources.

Materials Developed: Brochures and hand-out reference materials. A listing of these is available from the project director.

Project Director: Mrs. Nancy Hubbard

Title	Instructor, Health Education Division	*Department*	School of Health, Physical Education and Recreation
Address	University of North Carolina at Greensboro	*Institution*	University of North Carolina at Greensboro

Title I HEA State Administrator Allen W. Rodeheffer, The University of North Carolina - NORTH CAROLINA

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Psycho-Educational Counseling Intervention for WorkingWith Families

Project Duration: 4/15/78-5/31/79

Participants: Professional marriage and family counselors in metro Atlanta area

Number Served: 60

Project Summary: The first workshop of the project series was presented November 21, 1978, in the Urban Life Center at Georgia State University. At this workshop many working professional family and marriage counselors learned the internationally known STEP Program (Systematic Training Effective Parenting). These workshop professionals were trained to use the STEP Program to assist parents in considering more effective ways of relating to their children. As a result of this training, these professionals will now be able to hold workshops in their own settings for parents to help them acquire skills and assist them in maintaining sanity in their homes without threats, excessive punishments, and constantly harassing situations.

Methods: Dr. Don Dinkmeyer, author of the STEP Program, led the workshop training, assisted by several local University personnel. During the two-day workshop Dr. Dinkmeyer gave several instructional presentations explaining the program, demonstrating his methods in using it, and responding to questions. One of the main parts of the workshop was small group sessions in which each participant had an opportunity to present parts of the STEP Program in a role-playing situation and receive feedback. Films, tapes, manuals, and other instructional aids were used by each participant in this "hands-on" workshop.

Institutionalization, Spin Offs, Future Plans: Before the workshop ended, commitments were received from most of the participants that they would organize STEP workshops for clients. It is anticipated that more than a thousand parents will receive this training during the coming year. The project includes follow-up by the project coordinators to help participants carry out these plans. Occasionally they will help them put on a training program. Two other training workshops for professionals in marriage and family counseling are planned. One, to be held in January, will use the nationally known Minnesota Couples Communication Program.

Materials Developed: Presentations in the STEP Workshop were videotaped and these are available to agencies and educational institutions in the area for preservice and in-service family counselor training.

Project Director: Chet W. Harris

Title Associate Professor

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Institution Georgia State University

Title I HEA State Administrator George Brooks, University of Georgia - GEORGIA

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Consortium for Instruction of Social Services Personnel in Selected Areas to Meet Community Needs

Project Duration: 7/1/78-8/31/79

Participants: Adults involved in Child Protective Services

Number Served: In process - anticipated, 500

Project Summary: The project is providing work-related instructional opportunities to local Department of Social Services staff, or agency personnel, and selected representatives of community agencies. The workshop topics include Human Services Investigative Interviewing, Supervision in Child Care Settings, Community Groups in Child Protective Services, and Foster Parent Basic Skills.

Methods: Instruction will be presented in workshops. The first, Foster Parent Basic Skills, was presented in five two-hour sessions for the convenience of parents. It is anticipated that other topics will be presented in a blocked-time format. Continuing Education Units (CEU's) are being provided. The training content is practical, with participants doing exercises or guided tasks. Audiovisual aids, videotapes, and films are being used.

Institutionalization, Spin Offs, Future Plans: This pilot program is replicable in all 58 local county districts, including New York City. It is a joint effort by a two-year community college with programs in Human Services and Continuing Education, a School of Social Work with undergraduate and graduate programs, and a college with programs in adult and continuing education. The New York State Department of Social Services and the 11 county social service agencies are also participating in the project.

Materials Developed: Participant notebooks and materials, curriculum outline and dissemination project reports

Project Director: Thomas J. Kinney

Title Director

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Department Continuing Education Project School of Social Welfare

Institution State University of New York at Albany

Title I HEA State Administrator Charles F. Graber, State Educational Department - NEW YORK

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Improving the Quality of Child Care in Northeast Georgia Through Administrative Sharing and Professional Development

Project Duration: 12 months

Participants: Day care center directors, curriculum specialists, program directors

Number Served: 150 persons

Project Summary: Within the administrative structure of private and public day care centers are administrative personnel needing assistance and training to enhance and upgrade their professional standards and managerial abilities. The many center directors, curriculum specialists, program directors, etc. represent an unserved audience inasmuch as current funding sources provide only for the training of direct service providers, not for training of administrators. Some of the specific problems of day care centers that are being addressed by the program are: (1) child care education curriculum areas; (2) budgeting and budget development; (3) licensing requirements; (4) legal aspects of day care; (5) fund raising; and (6) development of community support and utilization of community resources.

Methods: The method of implementation for the project is a series of workshops extending over a twelve-month period. Twelve workshops of four to five hours duration will be conducted utilizing lectures, role playing, demonstration, and panel presentations.

Institutionalization, Spin Offs, Future Plans: In addition to upgrading professional skills, the project developed some long-range training goals for day care administrators and provided a foundation for a program of continuous training. The ultimate benefit derived from this project was a more efficiently run and effective learning center. It is anticipated that instructional services of these centers will improve as a result of a better motivated administrator. Also, the quality of day care centers and the community relationship to these centers will be enhanced.

Materials Developed: A package of handout materials was developed for each program area: Curriculum Outline, Budget Samples, Licensing and Legal Requirements, Fund Raising, and Community Involvement brochure.

Project Director: David Sargent

Title Coordinator for Business and Professional Programs

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Institution Gainesville Junior College

Title I HEA State Administrator George Brooks, University of Georgia - GEORGIA

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Community Education on Child Abuse and Neglect

Project Duration: 4/1/77-9/30/78

Participants: General public

Number Served: Directly: 3,025
Media: 41,000

Project Summary: The project developed a curriculum aimed at the orientation and education of the general public to the problem of child abuse. Staff of the project appeared on various television and radio programs, and were interviewed for numerous newspaper articles in order to further promote public awareness of the problems of child abuse. Workshops were devised to develop an educational program designed for teachers and workers in child development. Project staff designed workshops which were open to the public.

Methods: The project consisted of 23 workshops and 6 media presentations dealing with the subject of child abuse. There was no charge to attend the workshops. Materials employed in this project were child abuse pamphlets and the state child abuse law, in addition to various other publications. The project utilized a child psychologist at each workshop.

Institutionalization, Spin Offs, Future Plans: Upon hearing of this project several other smaller colleges within the state have contacted the project director for data concerning child abuse and neglect. Spin-offs include assistance to county councils on abuse/neglect whenever requested.

Materials Developed: None

Project Director: Dr. Charles E. Osborn, Jr.

Title Professor

Department General Studies

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University of South Carolina
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Institution University of South Carolina

Title I HEA State Administrator John J. Powers, Commission on Higher Education - SOUTH CAROLINA

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Protection of Abused and Neglected Children **Project Duration:**

Participants: Professionals working with child abuse and neglect problems **Number Served:**

Project Summary: The project provided intensive staff development training to professionals in social service departments, hospital personnel, human service agencies at military bases, school personnel, and concerned citizen groups. Subjects included recognizing and reporting child abuse and neglect, prevention strategies, legal implications, intervention procedures, and dynamics of separation and social adjustments.

Methods: The project was conducted over a 13-month period beginning with a determination of the magnitude of the problem and needs for staff development training. Workshops, seminars, and other educational activities were conducted by recognized experts in child abuse and neglect for staffs of local human service delivery agencies. The project reached twice the number of participants and agencies expected.

Institutionalization, Spin Offs, Future Plans: This project was directly responsible for (1) the reorganization and reactivization of Parents Anonymous, (2) the establishment of a central mini-library pertaining to child abuse, neglect, and related subjects, (3) substantial community publicity and education about the existing child abuse and neglect situation, (4) and strengthening of the reporting procedures used by public schools.

Materials Developed:

1. National and state resource list of persons with expertise in child abuse and neglect intervention, prevention and treatment
2. Video-slide presentation

Project Director: W. O. Beasley

Title Associate Director

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Center for Continuing Education
Fayetteville State University
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Department Center for Continuing Education

Institution Fayetteville State University

Title I HEA State Administrator Allen W. Rodeheffer, The University of North Carolina - NORTH CAROLINA

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Child Abuse Recognition Project

Project Duration: 7/1/77-6/30/78

Participants: Day care providers; parents; paraprofessional and professional child care staff

Number Served: 150 plus

Project Summary: One of the greatest difficulties in alleviating the problem of child abuse is generating sufficient awareness in those groups that will play an integral part in the solution. Abusive parents clearly constitute the primary target group for all preventive programs, but other groups, such as elementary school teachers, health aides, day care center aides and teachers, and community organizations, need to know more about the problems of child abuse and appropriate referral and treatment facilities. The project gave them insight into several key areas of child abuse including sexual assault, physical and mental abuse, and malnutrition and the legal implications involved. It coordinated the information available from the New England Resource Center for Protective Services with the resources of the project.

Methods: Four college-level courses, which were attended by 150, were offered as well as two workshops for community groups, parents, care workers, and agency personnel. These programs specifically related to understanding parenting roles and the problems of abuse.

Institutionalization, Spin Offs, Future Plans:

Materials Developed:

Project Director: Charles Walton, director, Urban Education Center; Dr. Mary A. Hawkes, RI College; Pat Klibanoff, Family Service, Inc.; Judith B. Willard, NE Resource Center

Title

Department

Address

Urban Education Center
830 Eddy Street
Providence, RI 02905

Institution Rhode Island College

Title I HEA State Administrator Elizabeth S. Palter, Postsecondary Education Commission - RHODE ISLAND

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Parent-Peer Education in Drug Use and Values **Project Duration:** 6/15/78-6/14/79

Participants: Parents, guidance counselors, teachers, community leaders

Number Served: 100 trainees
850 Participants

Project Summary: Teenage drinking has become a problem that must receive attention because of its impact on every community. This project initiated parent education about alcohol and drugs, which was preventive rather than rehabilitative in nature. Alternatives for families and teens of the community were identified and 100 volunteers were trained in areas related to alcohol and drug use. They, in turn, will help their neighbors and friends understand some of the ways to prevent drug use/abuse by their children, thus prevent some of the behavioral and interpersonal problems confronting schools and law enforcement and social agencies.

Methods: An early intervention program, consisting of six modular packages, was developed and taught to 100 volunteer parents. This was done in a series of workshops (30 hours of instruction), which gave the participants an opportunity to take an active part in the learning process. Implementation of the program includes these parents acting as group discussion leader within neighborhood meetings, and as trainers of other parents.

Institutionalization, Spin Offs, Future Plans: The Teenage Liquor Concern Committee, which cooperated with ISU to implement this program, has incorporated and will continue to offer guidance and assistance to parents in the communities. The IOE advisory committee has recommended to the state IOE board that this program be used in other school districts of the state and that it be available as a resource for other areas of the state. The IADDA has shown a great interest in using the community organizational plan as well as the developed packages in training programs in other communities.

Materials Developed: Six separate but integrated teaching modules, which include learner objectives, specific content, learning activities, visual aids, pre-and post-tests and bibliographical resources have been written, tested, evaluated, revised, and retested. Areas covered are (1) values clarification and decision making, (2) alcohol and drugs, (3) alternatives to drugs for mood modification, (4) parenting skills, (5) communication skills, and (6) group dynamics.

Project Director: Darlene Weber

Title Assistant Professor, Health Education

Department Health Sciences

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Biology Department
Illinois State University
Normal, IL 61761

Institution Illinois State University

Title I HEA State Administrator Jacob Jennings, Jr., Illinois Board of Higher Education - ILLINOIS

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Preventive Mental Health Training for Community Professionals

Project Duration: 6/1/77-11/15/78

Participants: Professionals who work with school-age children and their families

Number Served: 194

Project Summary: This project was designed to develop skills in preventive mental health to professionals who work with school-age children and their families. These professionals in turn could train other professionals in their respective communities. Professionals included psychologists, social workers, nurses, special education teachers, guidance counselors, and court counselors. After the four 2½-day workshops were held on a regional basis, approximately 37% of the participants held similar workshops in their home communities.

Methods: The four regional workshops each consisted of 16 contact hours focusing on consultation skills, effective education techniques, and parent education strategies. Special programs were demonstrated for teaching new parents, lower socio-economic and/or illiterate parents, and parents of children in crisis (child abuse and neglect, death, illness, divorce and separation). The practical, experiential emphasis was designed to provide participants with a skill base in each area.

Institutionalization, Spin Offs, Future Plans: During the course of the project, several professional organizations, becoming aware of the program, invited presentations of project staff at their annual statewide meetings. The project will continue with non-federal funding. The National Institute of Mental Health in Washington, D.C. chose this project as an exemplary program and is distributing disciplines of the training design nationally.

Materials Developed: Description of workshop design was described in the journal, *Communique*, Spring/Summer 1977.

Project Director: Carolyn Farthing

Title Staff Associate

Department Community Psychiatry

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Chapel Hill, NC

Institution The University of North Carolina at Chapel Hill

Title I HEA State Administrator Allen W. Rodeheffer, The University of North Carolina - NORTH CAROLINA

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Program of Instruction in Skills for Better Living

Project Duration: 12 months

Participants: Community residents

Number Served: 40

Project Summary: There is a need to improve the quality of family and community life in several economically disadvantaged areas of Atlanta. The major objective of this project is to attack this problem through an instructional program consisting of a series of lecture/laboratory sessions in the necessary skills for better living.

Methods: This project will provide instruction in areas of family and interpersonal relations, consumers economics, and house and lawn up-keep techniques. A selective group of one representative each from 20 families in the Atlanta Housing Authority's University--John Hope Housing Project will be chosen, totaling 40 persons.

Institutionalization, Spin Offs, Future Plans: It is hoped that all participants completing this program will apply these techniques to their home life, and will gain an improved appreciation for home ownership and property up-keep; and that these skills will generate a desire to move from low-income government housing into privately owned homes.

Materials Developed: In addition to the lecture/laboratory sessions, specific and appropriate techniques will be employed to make instructional information meaningful and useable to participants. A few of the techniques are (1) a community newsletter report, (2) the use of photographs and other visual materials to disseminate information about the project, and (3) the offering of small case awards and certificates to participants for outstanding performance. It is hoped that selective participants will become involved in future sessions of the program as group leaders or community facilitators.

Project Director: Dr. Charles L. Meadows

Title Director of Special Learning Laboratories

Department Humanities

Address 225 Chestnut Street, S.W.
Atlanta, GA 30314

Institution Morehouse College

Title I HEA State Administrator George Brooks, Postsecondary Education Commission - GEORGIA

Project Title: Foster Care Training **Project Duration:** 7/1/77-6/30/78

Participants: Foster parents **Number Served:** 800

Project Summary: The first training for Idaho foster parents was provided by this grant. It was funded through Title IA for three years and, starting in the fall of 1978, the state took over funding the program. The statewide project helped foster parents develop skills in dealing with the children in their custody. These children were placed in foster homes because of abuse, neglect, delinquency, or other reasons, and they stayed with their foster parents 30 days or less, although some placements are for longer periods.

Methods: Persons involved in this project conducted classes, seminars, workshops, film shows and conferences throughout Idaho. In one region a monthly newsletter, *High Hopes,* kept foster parents informed. The project offered full college credit to all participants.

Institutionalization, Spin Offs, Future Plans: This ongoing training program for foster parents has been taken over by the Idaho Department of Health and Welfare.

Materials Developed: Curriculum developed for the training
High Hopes newsletter

Project Director: Arnold Panitch

Title Assistant Professor *Department* Social Work Department

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Boise, ID 83725

Title I HEA State Administrator Rose Bowman, State Postsecondary Education Commission - IDAHO

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Parent Group Organization and Parent Education for Idaho Families of Children With Cleft Lip and Palate

Project Duration: 7/1/77-6/30/78

Participants: Parents of children with cleft lips and palates

Number Served:

Project Summary: This project, designed for parents of children with oral clefts, provided information about speech and language development/disorders, hearing disorders, dental hygiene, psychoemotional problems, and nutrition. It brought parents together in each health district in the state. This organization of parent groups provided a means of continued emotional support and education of parents, particularly those with newborn cleft lip/palate children.

Methods: Seven workshops in different areas of the state were held, with five hours devoted to tutorial sessions, one hour to small group discussions, and another hour to organizing parent groups.

Institutionalization, Spin Offs, Future Plans: The parent groups continue, with contacts with professionals set in motion by this grant.

Materials Developed: Thirty-minute videotape on problems and practical information concerning children with cleft lips and palates.

Project Director: Dr. Ronald Schow
Dr. John M. Hutchinson

Title Assistant Professor
Associate Professor

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Pocatello, ID 83209

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Title I HEA State Administrator Rose Bowman, State Postsecondary Education Commission - IDAHO

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Child Care Inservice Training Project **Project Duration:** 6/75-9/78

Participants: Staff of child care centers **Number Served:** 500

Project Summary: This project was operated for three years with a somewhat different focus each year. Its primary emphasis has been on staff development for low-income workers in Seattle's day care centers. During the first year, concentrated training was provided to one staff member each from 16 centers; the second year intense training was given the total staffs from four centers; and the third year development of the resource center was completed.

Methods:

1. Credit-bearing early childhood development courses to insure credentialing of day care staff
2. Community-wide workshops on a monthly basis led by experts on topics and issues related to child care
3. Newsletters
4. A resource center to provide instructional materials, consultation services, and educational toys and recycleable materials for children

Institutionalization, Spin Offs, Future Plans:

1. The college provides space and support for the resource center.
2. VISTA and CETA staff supplement the continuation of services.
3. Title XX of the Social Security Act, through the college, supports the education and training program for credentialing day care staff.

Materials Developed:

A Directory of Child Care Services and Resources for the City of Seattle

Project Director: Lucille Charnley

Title Chairperson, Human Development and Resources

Department

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Seattle, WA 98122

Institution Seattle Central Community College

Title I HEA State Administrator Doris Coates, Office of Governor - WASHINGTON

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Establishing a Data Base to Provide Education About Domestic Violence

Project Duration: 5/20/78-9/30/78

Participants: Service providers in psychological, social work, legal, ministerial, and medical fields

Number Served: N/A

Project Summary: This project proposed to educate the general public in the area of domestic violence in Washington County. Until recently, intraspousal violence was rarely publicly acknowledged and hence has become a widespread problem. Service providers from a variety of agencies were assisted in determining the needs and means for involvement in problem solving. Agencies were encouraged to develop a record-keeping system to improve, expand or coordinate resources to families affected by domestic violence. The results of this project would ideally bring about public awareness of domestic violence, provide statistics that could be used to support appeals for financial assistance, and involve service providers in developing a remedial action program planned by the community. A basic goal was to show through proper record keeping the frequency, severity, and disposition of domestic violence cases.

Methods: Following an introductory letter, personal visits were made to mental health workers, hospital emergency room personnel, city and county attorneys, and various social service agencies. The objectives of the program were explained and four types of record-keeping forms were developed for a prescribed eight-week period. Participants made a verbal commitment to keep records during this period, after which another contact was made. Needs assessment forms were distributed to participating agencies. Persons in the law enforcement, legal, ministerial, and medical fields were contacted for assistance in compiling case reports and needs assessment forms. An individualized feedback report was prepared giving project results and specific information pertaining to each respective agency.

Institutionalization, Spin Offs, Future Plans: It is anticipated that several university departments will take part in in-service training sessions, and plans are being made to introduce information gathered by this project into several university classes. Some agencies have made immediate changes, resulting from these efforts. Four agencies--Ozark Guidance Center, Northwest Ark. Legal Services, Youthbridge, and the Women's Shelter--are altering recording systems to institute permanent record keeping on domestic violence or to improve their present systems. Statistical data have been acquired through this project to justify public and private expenditure of funds for further efforts toward solution of the domestic violence problem.

Materials Developed: The final report for this project is extensive and contains the survey instrument, which of itself constitutes a manual for this type of program, and could be used for replication.

Project Director: Dr. Judith Jones

Title Associate Professor

Department Dept. of Psychology and Educational Foundations

Address
Graduate Education Bldg. #119
University of Arkansas
Fayetteville, AR 72701

Institution University of Arkansas, Fayatteville

Title I HEA State Administrator Hugh L. Mills, University of Arkansas - ARKANSAS

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Demonstration Resource and Training Program for a Home Day Care Network in Illinois

Project Duration: 7/1/78-6/30/79

Participants: Home day caregivers and individuals who work with caregivers

Number Served: 1,000

Project Summary: The project provides needed resources and educational services to home day caregivers, promotes interagency communication about home day care, works to increase community and professional awareness about home day care and provides a model which can be replicated and disseminated at other sites. Components of the program are training, resource development, communication, and evaluation.

Methods: A number of methods are utilized. On-site and university-based training occurs on a monthly basis. Toy and book-lending libraries for home day caregivers are located in three sites in the state: two in caregivers' homes, and one in a day care center. Two major statewide home day care conferences were attended by over 200 individuals. Interagency cooperation is enhanced through a Home Day Care Advisory Committee comprised of officials from a variety of public and private agencies. Outreach is promoted by the development and dissemination of several resources as well as television and newspaper public service announcements.

Institutionalization, Spin Offs, Future Plans: The University has demonstrated a strong commitment to the project. The University will continue to provide some support and resources. Additional funds will be sought to expand training and dissemination activities. Nine caregiver associations have developed with whom the project will work to enhance self-help skills.

Materials Developed: Several resources have been developed to fulfill a previously neglected gap. They include: (1) a quarterly newsletter, the *Home Day Care Bugle,* (2) a slide-tape presentation, (3) a toy demonstration videotape, (4) a manual for trainers, (5) a parent checklist and resource directory, (6) an evaluation report, *Educational Services for Home Day Caregivers,* and (7) a home day care journal, *Caregiving.*

Project Director: Janice Colbert

Title Assistant Professor

Department College of Education

Address 430 S. Michigan Avenue
Chicago, IL 60605

Institution Roosevelt University

Title I HEA State Administrator Jacob Jennings, Jr., Board of Higher Education - ILLINOIS

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Sex Education Training Program

Project Duration: 7/1/77-6/30/79

Participants: Adult and Teenagers

Number Served: 105 adults
14 teenagers

Project Summary: The purpose of the training program is upgrading the skills of professionals and paraprofessionals who work directly with teens in the areas of sex and health education. This includes teachers, counselors, teacher aides, community workers, social workers, parents, and youth workers. Designed primarily for an informal group setting, the two basic tools of group discussions and presentations are utilized extensively throughout. Pre- and post-tests are administered to each trainee. Upon completion of the training program, each participant receives a certificate.

Methods: Each sex education training program consists of eight workshops utilizing consultants who have expertise in the areas of sex education. Prior to each training session the participants were sent a training design, which contained the dates, topic, and presenters' names. The presenters were notified in advance of the composition of the group. The methods and techniques to be used in the presentations by the presenters were discussed with staff prior to each workshop.

Institutionalization, Spin Offs, Future Plans: The training program's major goal is to reach community organizations and get them involved in the alleviation of health problems existing among our teens. The continuation of the IBHE funding has enabled us to expand our services from the west to the south side of Chicago and has also enabled us to add a new component: the peer counseling program.

Materials Developed: Sex education training materials:

"Pre- & Post-questionnaire"
"Peer counseling program Design"
"Sex Education Training Program" handouts
"S.E.T. News Letter"
Statistical sheets

Project Director: Marrice Coverson

Title Project Director

Department Sex Education Training Program

Address 2720 West 15th Street
Chicago, IL 60608

Institution Mt. Sinai Hospital
Medical Center

Title I HEA State Administrator Jacob Jennings, Jr., Board of Higher Education - ILLINOIS

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Dual Career Family Education

Project Duration: 7/15/77-6/30/78

Participants: Young dual career families

Number Served: 158

Project Summary: The project was established to provide a unique educational experience for the ever increasing numbers of young families with two employed parents. An in-service mini-conference enabled local professional resource teams from the three pilot communities (Ft. Dodge, Iowa City, Sioux City) to expand their own knowledge base and sharpen their ability to develop parent education opportunities. Through the various elements of the project, young dual career families in the target communities have been aided in developing awareness of their role as educators of their children, and assisted in developing a positive self-image as parents and developing positive self-concepts in their children.

Methods: At each site the professional resource support teams collected sample data on young dual career families. Specialized materials were developed for use by the resource groups, including descriptive fliers, educational displays, and specialized educational bulletins. A three-part newsletter series was distributed to 343 households. Mass media was utilized to develop project awareness within the communities for recruiting target families and as an educational vehicle. In Fort Dodge an initial evening meeting was followed by two intensive Sunday afternoon sessions each lasting three and one-half hours. In Iowa City an intensive Saturday workshop provided five hours of instruction. In Sioux City an intensive Sunday workshop has been scheduled for November, 1978.

Institutionalization, Spin Offs, Future Plans: The project has served a valuable function as a pilot effort on which continuing Iowa State University Cooperative Extension Service programs are being developed. For the 1978-79 program year, mass media will be utilized in 45 Iowa counties to disseminate time management techniques and information relative to shared parenting. Cooperative Extension Service field staff will be working in 48 Iowa counties to establish educational groups for dual employed parents. Six issues of a refined version of the original newsletters will be disseminated in 31 Iowa counties.

Materials Developed:

1. Bulletins: "Make the Most of Parenting"
   "Time of Your Life"
2. Displays: Myths, Time Management, Parent
3. Slide Sets: Myths of Working Women
4. Curriculum Guides for Work with Parent Groups

Project Director: Lois Bakawa-Evenson

Title Extension Specialist

Department Human Development and Family Life

Address
Iowa State University
Ames, IA 50011

Institution Iowa State University

Title I HEA State Administrator Robert F. Ray, State Board of Regents - IOWA

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Training Parent Facilitators for Parent Study Groups

Project Duration: 7/1/77-6/30/78

Participants: Parents

Number Served: 375

Project Summary: The objectives of this project were to provide a sound, comprehensive, self-perpetutating, and expanding parent education program through training parents to lead parent study groups. The study groups deal with problems faced by parents of elementary-age children. Concerns, special problems, and the general psychology of the elementary-age child are some aspects explored in the parent group. Each group was led by one of the trained facilitators.

Methods: Twenty seven parent group facilitators were trained at Boise State University. Those facilitators provided 27 parent study groups in the area as the practicum experience portion of training. Total training time was 35 hours. Twelve more facilitators were trained from the Twin Falls area, resulting in five parent study groups.

Institutionalization, Spin Offs, Future Plans: School districts from around the state are asking for this program. Future plans include a parent study group at each elementary school in the state, led by a trained facilitator.

Materials Developed:

Facilitator's Manual
Evaluation forms for consultants and facilitators
Facilitating training curriculum

Project Director: Dr. John Jensen

Title Department Chairman

Address
Boise State University
1910 University Drive
Boise, ID 83725

Department Department of Teacher Education and Library Science

Institution Boise State University

Title I HEA State Administrator Rose Bowman, State Postsecondary Education Commission - IDAHO

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: A Program to Aid Women Who Are Primary or Family Head of Households

Project Duration: 7/1/77-6/30/78

Participants: Women, particularly heads of households

Number Served: 1,049

Project Summary: Objectives of the project were (1) to develop and implement counseling and educational programs for women, particularly those who are heads of households, and (2) to develop liaison with community agencies so that their services can be provided to individuals in the program.

Methods: A counseling program was available to women, utilizing the services of a counselor, workshops, and small discussion groups. Help in writing resumes, interviewing for a job, and specific directions regarding job opportunities were included. Educational courses in the areas of sex-role socialization, stereotyping and careers, employment and the job market, personal and parent/child programs, consumer education, household and auto maintenance, and communications were also offered.

Institutionalization, Spin Offs, Future Plans: Many of the courses and activities begun under this project will be continued for a more limited target group with other sources of funding. The project has developed a working relationship with the skills available offices throughout the country to assist older people in finding jobs. A group of women from churches in the campus area organized to encourage their churches to address the needs of women.

Materials Developed: Materials and course outlines for many of the courses offered are available.

Project Director: Diane Ruppelt

Title Acting Director, Community Services

Department

Address
11000 Pleasant Valley Road
Parma, OH 44130

Institution Cuyahoga Community College

Title I HEA State Administrator Marlene Rushay, Board of Regents - OHIO

Project Title: Contemporary Parenting: A Community Approach

Project Duration: 10/1/78-9/30/79

Participants: Parents raising children in a variety of situations

Number Served: 360

Project Summary: The purpose of the program is to provide community-based, ongoing parent education courses and workshops for parents and caregivers who are raising children in a variety of family settings. The program will operate in three counties (Jackson, Kent, and the western part of Wayne). Three eight-week courses will begin in each county in January 1979.

Methods: Community-based advisory boards will suggest course topics for January and April courses. Plans already developed for western Wayne County include the following eight-week courses: "Teenagers: A Challenge to Parents," to be offered at the YMCA; "Handling Lying, Dishonesty, and Destructive Behavior," to be held at the Community Center; and "Working Parents and Child Rearing" to be held at the UAW Union Hall. Courses are limited to 25 parents. The format emphasizes focused discussion and sharing.

Institutionalization, Spin Offs, Future Plans: The program involves building an ongoing structure between a university, community colleges, public school systems, and community agencies and organizations that are interested in parent education. The goal is to develop a model in the three communities that can be expanded to a statewide system of parent education.

Materials Developed: The following materials are currently being developed: course outlines and suggested activities for 6 eight-week courses. A comprehensive bibliography and study guides for children's books that parents might use with their children to discuss issues covered in the program (e.g., having a handicapped sibling, living in a blended family, not seeing your father very often) are also being developed.

Project Director: Bruce L. Warren

Title Director, Contemporary Parenting Program

Address Eastern Michigan University
Ypsilanti, MI 48197

Department Sociology

Institution Eastern Michigan University

Title I HEA State Administrator Richard J. Smith, State Board of Education - MICHIGAN

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: The Family Resource Project

Project Duration: 7/1/77-6/30/78

Participants: Service component: parents involved in child abuse and neglect; training component: project team members and professionals in cooperating agencies

Number Served: 100 families
30 professionals

Project Summary:

During 1976 there were 181 reported and verified cases of child abuse and neglect in Rhode Island (including three deaths that were directly attributed to abusive parents). Unfortunately, these figures cannot indicate the scope of this growing problem--scores of cases of abuse are left unreported. This project assisted in providing education and training to parents, including single parents, of moderate or low-income levels who are risks for child abuse and neglect. The program aimed to help these parents learn the skills necessary to cope with difficult personal and family situations.

Methods: The project included a preventive component involving parent education, home-based family support, and training of young parents as the primary educators of their young children. It also had a therapeutic component that included individual and group counseling, guided referral to appropriate institutions, and training in effective home management.

Institutionalization, Spin Offs, Future Plans:

Materials Developed:

Project Director: Myra Jones, Department of Social Welfare, RI College;
Marcia Seal, Woonsocket Family and Child Service

Title

Department

Address Rhode Island College
600 Mt. Pleasant Avenue
Providence, RI 02908

Institution Rhode Island College

Title I HEA State Administrator Elizabeth S. Palter, Postsecondary Education Commission - RHODE ISLAND

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Assisting Rhode Island Department of Social and Rehabilitative Services Through Alcohol Education

Project Duration: 9/1/77-6/30/78

Participants: Social workers, eligibility technicians, casework supervisors, counselors, nurses, program directors

Number Served: 141

Project Summary: Rhode Island ranks among the top five states in the nation in terms of alcohol abuse, but the nature and extent of available services for these people are not proportional to the large number needing service. Furthermore, existing resources are scattered, uncoordinated, and incomplete in delivery of service. The assistance program trained social work staff at the Rhode Island Department of Social and Rehabilitative Services (SRS) to become aware of and understand the problems of alcoholism. This project also enabled SRS staff to initiate an exchange of information and resources with other community services so that they could address the problem jointly.

Methods: A special series of education/training workshops for the SRS staff focused on two objectives: increasing awareness and improving services.

Institutionalization, Spin Offs, Future Plans:

Materials Developed:

Project Director: Myra Jones, Department of Social Welfare, RIC
Cyndy Moniz, RI Consortium for Continuing Education in Social Welfare and Human Services

Title

Department

Address
Rhode Island College
Providence, RI 02908

Institution Rhode Island College

Title I HEA State Administrator Elizabeth S. Palter, Postsecondary Education Commission - RHODE ISLAND

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Parents Anonymous Outreach Program

Project Duration: 9/1/77-6/30/78

Participants: Members and sponsors of Parents Anonymous chapter

Number Served: 250 plus

Project Summary: Parents Anonymous was established as an answer to the problem of child abuse, which is growing in Rhode Island at such an alarming rate that it far exceeds the capabilities of the state's existing social service staff. Current therapeutic settings are not appropriate for many psychologically troubled parents and the only alternative prevention is the legal action of removing a child from the home. Parents Anonymous is a self-help group that attempts to bridge the gap between those parents seeking help and the available and appropriate services. The project provides direct treatment to problem parents in particular, while increasing societal awareness by providing training and encouragement to community residents as a whole. Parents Anonymous also trains community professionals and paraprofessionals in how best to maximize the existing resources for potential child abusers.

Methods:

Institutionalization, Spin Offs, Future Plans: The services available under the Parents Anonymous program have been expanded in the community of Woonsocket and extended to include the cities of Providence and Pawtucket.

Materials Developed:

Project Director: James F. Flanagan, Providence College
Marcia Seal, Woonsocket Family and
Child Service

Title

Department

Address Providence College
Providence, RI 02918

Institution Providence College

Title I HEA State Administrator Elizabeth S. Palter, Postsecondard Education Commission - RHODE ISLAND

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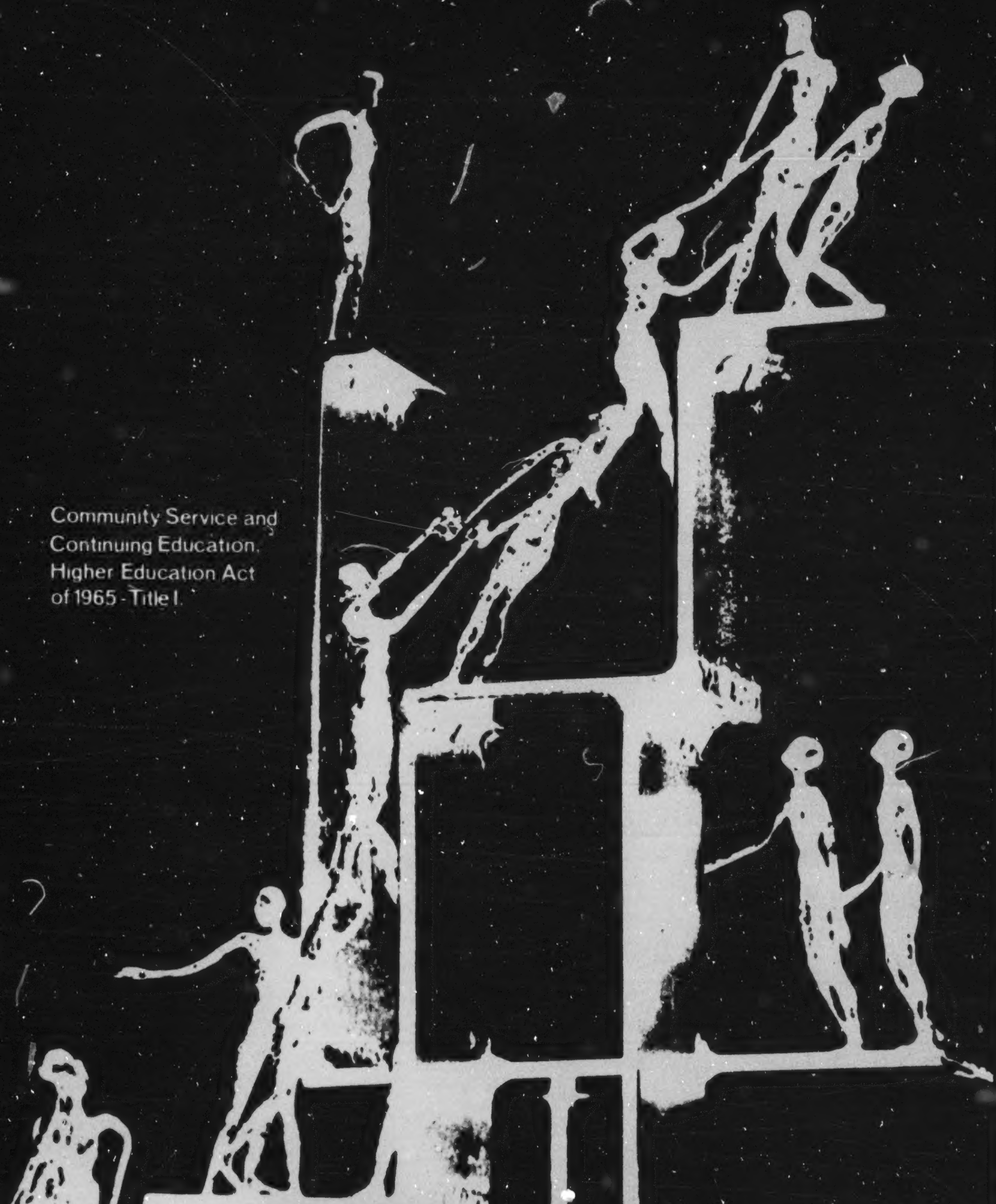
Community Service and
Continuing Education,
Higher Education Act
of 1965 - Title I.



Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Project Independence

Project Duration: 1977-78

Participants: Disabled Students

Number Served: 100

Project Summary: The project was developed to help provide the disabled with a means of assessing their skills, receiving more individualized counseling, pursuing a more appropriate and potentially more successful career choice, and receiving help with job placement. Impact of the project was to be on the disabled and on the community, which would receive the benefit of well trained, skilled workers in the job market and a reduction of the number of people on the welfare rolls.

Methods: The project established a work evaluation program through the purchase of both Singer and Valpar work samples (simulated job tasks). The student was asked to learn and then perform the task. A qualified work evaluator then assessed the student's skills at performing these tasks. Paper-pencil tests were given to determine interest areas and other information. When the student completed the work evaluation program, he reviewed the results with the work evaluator and a counselor. The counselor then helped the student to choose a career goal and develop an educational program based on that goal. He also provided help in establishing on-the-job training positions and job placement services for students upon request.

Institutionalization, Spin Offs, Future Plans: The college district was so impressed with the Work Evaluation Program and its implications for vocational education that grants have been written to extend the services of work evaluation to all vocational students. A plan similar to Project Independence is being developed at two other colleges based on the success of the project at Moorpark College. Information regarding the project was shared with other community colleges in the state through the project brochure and through the Disabled Students Program newsletter. Many schools sent representatives to visit the project with the intent of establishing a similar program on their campus both for disabled and nondisabled students.

Materials Developed: Brochure describing the project. Courses on Job Seeking Skills, Independent Living Skills, Work Evaluation, and Career Exploration.

Project Director: Jan Zaboski

Title Coordinator, Disabled Students Program

Address 7075 Campus Road
Moorpark, CA 93021

Department Disabled Students Program

Institution Moorpark College

Title I HEA State Administrator Russell L. Riese, Postsecondary Education Commission - CALIFORNIA

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Training Senior Citizens and Adults as Aides in Education of the Handicapped

Project Duration: 6/76-7/78

Participants: Senior citizens

Number Served: 200

Project Summary: The purpose of this project was to recruit and train persons who find themselves with unobligated time to assist professional personnel who are working with the handicapped. The primary objectives were to train retired people, to be able to utilize diagnostic tools, to identify the different handicaps, to recognize the manner in which handicapped individuals respond to specific tasks, to enable them to understand the problems and the goals of the professional working with handicapped individuals, to be able to differentiate between realistic and nonrealistic goals for handicapped persons, to identify frustration levels and gear teaching methods to these frustration levels, and generally to be able to understand the unique relationship between the handicapped child and his family and utilize this knowledge to provide greater cooperation and education at home.

Methods: Approximately 100 participants were divided into two instructional groups. Each group attended university classes, either didactic or clinic, for 30 sessions with contact hours equivalent to what would be found in a six-credit course.

Institutionalization, Spin Offs, Future Plans: It is anticipated that after the initial two-year period, some form of certificate program would be initiated in the Division of Continuing Education; Department of Special Education; and the Department of Health, Physical Education and Recreation. However, since this program has served the basic needs of the Albuquerque area for the time being, it is doubtful that another program would be required for some time.

Materials Developed: A series of 14 video tapes of the training program (copies of those materials are also available).

Project Director: Dr. Frank Papcsy

Title Director, Therapeutic Programs

Department

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University of New Mexico
Albuquerque, NM 87131

Institution University of N[illegible]co

Title I HEA State Administrator Thomas Wilson, Board of Educational Finance - NEW MEXICO

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Metropolitan Telecollege Consortium

Project Duration: 1977-78

Number Served: 150

Participants: Homebound physically handicapped, adults in hospitals and nursing homes, disabled veterans, older Americans, and prisoners in upper-level college programs

Project Summary:

The project was designed to use two-way amplified telecommunications to bridge the gap in educational and vocational services for confined adults by giving access to live lectures, discussions, successfully employed college graduates, vocational guidance specialists, rehabilitation counselors, and resource representatives from the collegiate, commercial, industrial, voluntary, and professional sectors. The project provided occupational information to confined persons, facilitated course selection, and strengthened administrative procedures among coordinators of Telecollege programs at affiliated institutions. It piloted improvement in transmission of classroom discussions from several colleges and provided encouragement and guidance for other institutions in developing similar programs.

Methods: Confined persons were identified in the community through contact with voluntary organizations, rehabilitation centers, hospitals, and a newsletter serving handicapped readers. Interested candidates affiliated with any one of a dozen cooperating colleges or Thomas A. Edison College, New Jersey's nontraditional external degree-granting college. The students used their own home telephones to dial into live classes at these institutions for college credit in the liberal arts, business, and science. They heard their instructors, gave oral presentations and took examinations. Through modern teleconferencing techniques, several confined students at different locations may take the same course simultaneously.

Institutionalization, Spin Offs, Future Plans: A few of the cooperating colleges have already absorbed the costs of their Telecollege programs and others are activly considering the possibility. Title I has provided a substantial sum to this project for the express purpose of encouraging the institutionalization of these projects. Subgrants are offered to cooperating colleges only after a thorough self-analysis of their programmatic needs and a written request to the State Title I Administrator who, after consultation with Title I evaluator, authorizes the award of the subgrants.

Materials Developed: Tape recordings of radio interviewswith the project director, photo-essays about past Telecollege projects, brochures printed by two cooperating colleges and a videotape of a homebound student taking classes distributed to 60 stations throughout the United States.

Project Director: George Smith

Title Director of Special Programs and Telecollege

Address
2039 Kennedy Boulevard
Jersey City, NJ 07035

Department

Institution Jersey City State College

Title I HEA State Administrator Robert C. Holmes, New Jersey Department of Higher Education - NEW JERSEY

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Center for Independent Living: Aging Handicapped

Project Duration: 1977-78

Participants: Handicapped people, age [illegible]0 and over

Number Served: Directly: 64-84
Indirectly: 100-200

Project Summary and Methods: The project provides instruction in independent living for the aging handicapped. Areas covered include architectural and transportation barriers, clothing for handicapped, self-help equipment, bathroom safety, work simplification, self-care, cleaning, laundry, nutrition, and energy conservation. In addition to the rehabilitation course, clients will receive group counseling, family counseling, referrals, home visits; leisure time instruction, lectures from community speakers, crisis intervention, and follow-up. The project will also provide workshops for community interest groups in techniques in independent living.

Methods:

Institutionalization, Spin Offs, Future Plans: The Center is part of the offerings of the Department of Home Economics. The practicum has student majors from other departments, and recruitment will continue to further develop the interdisciplinary competences of staff helpers. Future programs might include off-campus training sessions for clients' families, police officers, and emergency vehicle personnel in various parts of the state. If funds are available, clients who complete the first course may take an advanced course in which the rehabilitatation principles will be applied.

Materials Developed: A *Clients Materials Notebook* is on file and available for review at CILAH. Photo essay is available. A display book containing the history, numerous public relations releases, and photographs of activities at the Center are available for review.

Project Director: Dr. May Daniels Gold

Title Director/Home Economist

Department Home Economics

Address
Center for Independent Living:
Aging Handicapped
College of Saint Elizabeth
Convent Station, NJ 07961

Institution College of Saint Elizabeth

Title I HEA State Administrator Robert C. Holmes, Department of Higher Education - NEW JERSEY

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Recruiting, Training, and Placing Senior Citizens and Adult Handicapped as Social Service Volunteers

Project Duration: 1977-1978

Participants: Senior citizens, handicapped adults, and volunteer community service agencies

Number Served: 1,500 to 2,000

Project Summary: A pool of talented, community-minded low-income senior citizens and handicapped adults has been recruited and trained to provide volunteer services to more than 30 local community agencies. These agencies have been hardpressed to meet the needs of our rapidly expanding communities in northwest Maricopa County. The program's major goals are being realized--expanding services offered to all constituents of the community and providing social and emotional stimulations to a segment of the population which has historically been overlooked.

Methods: Potential volunteers are attracted through the media (TV, radio, newspaper publicity) and through nutrition centers sponsored by the county. Volunteers are trained in group sessions by the project director for a total of 22 hours, including presentations and discussions on observational, listening, and psychological skills which are vital to their agency activities. Additional field training is provided by the agency selected by the volunteers. Transportation problems have been solved by a vehicle provided through the grant and more permanently by acquainting other local service clubs with the plight of our volunteers and enlisting their assistance.

Institutionalization, Spin Offs, Future Plans: Glendale Community College has proposed the initiation of an Experiential and Lifelong Learning Institute as part of campus service. This program, presently assisted by Title I funds, is seen as a permanent part of that concept. Spin-offs to the program include the increasing awareness and appreciation being shown by members of the community toward senior citizens and handicapped adults. Service agencies are working together toward the solution/elimination of community problems, rather than duplicating efforts.

Materials Developed: A series of color slides is used in recruiting volunteers and in making service groups aware of our program and of the underutilization of the talents of the target groups.

Project Director: Mrs. Jane Werneken

Title Director, Projects in Community Service

Address 6000 West Olive Avenue
Glendale, AZ 85302

Department Projects in Community Service

Institution Glendale Community College

Title I HEA State Administrator Richard R. Erbschloe, Commission for Postsecondary Education - ARIZONA

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Internship Assistance to State Governmental Agencies Providing Transportation to the Elderly and Handicapped

Project Duration: 1977-78

Participants: Nonprofit agencies serving elderly and handicapped persons

Number Served: An estimated 48,000 clients served by eight nonprofit service agencies

Project Summary: Much confusion has resulted from federal regulations regarding provisions for capital assistance funds under Section 1612 of the Urban Mass Transportation Act of 1964, as amended, particularly as related to the coordination of services between the various agencies. The objectives of the project are (1) to identify actual and potential users (elderly and handicapped) of specialized transit services provided by the agencies and (2) to work with the agencies and other local public/private transit operators in developing a coordinated plan for transit service delivery as required by criteria and assurances of the state designate agency (State Department of Highways and Public Transportation). Agencies involved include: Easter Seal Society, Houston Metropolitan Ministries, ACARP's Inc., Jewish Community Center, Texas Institute for Rehabilitation and Research, Settegast Community Action Association, Union Y Progreso Barrio Development, St. Elizabeth Hospital, and Yellow Cab Company.

Methods: Techniques employed involved a series of meeting and workshops with UMTA 16(b)(2) nonprofit agencies, the Yellow Cab Company, the city of Houston, and the eight nonprofit social service agencies. A flexible plan for coordinating transit services is being developed, with particular emphasis on a transportation brokerage concept.

Institutionalization, Spin Offs, Future Plans: The plan involved centralized dispatching, scheduling, travel barriers, description of services, emergency contingency plans, costs and service flexibility, monitoring, and evaluation. The plan will be implemented by the Metropolitan Transit Authority (MTA) and the State Department of Highways and Public Transportation's regional study.

Materials Developed: A comprehensive document for coordination is being developed. This plan will be accompanied by individual plans for participating agencies and maps or other illustrative materials for use in monitoring the utilization and distribution of services to the clients of the agencies.

Project Director: Naomi W. Lede

Title Director of Urban Resources Center and Professor of Urban Affairs

Department Urban Resources Center

Address
3201 Wheeler Avenue
Houston, TX 77004

Institution
Texas Southern University
Houston, Texas

Title I HEA State Administrator Wilbur W. Hurt, College & University System - TEXAS

Community Service and
Continuing Education,
Higher Education Act
of 1965 - Title I.

OLDER ADULT

Community Service & Continuing Education

78-187-012

A Higher Education Act, Title I Program Abstract

Project Title: Senior Volunteers for Education

Project Duration: 7/1/78 - 6/30/79

Participants: Senior Adults

Number Served: 200

Project Summary: This project is serving to expand the existing Senior Volunteers for Education (Title I, HEA) so that interested senior adults may acquire skills enabling them to serve as educational volunteers in both developing and implementing educational assistance programs for both children and senior adults. The project objectives include the maintenance of an ongoing program of individualized recruitment, training, placement, and recognition of senior adult school volunteers.

Methods: In support of its objectives, in-service training will be provided for all personnel working with senior adult volunteers, through which personnel will be better able to recognize and utilize the individual experiences of the senior adult volunteers. In addition to activities associated with elementary school volunteerism, a pilot training program will be conducted to enable interested senior adults to serve as advisors to residents of selected senior adult congregate living sites and to assist their peers in maximizing their use of community resources.

Institutionalization, Spin Offs, Future Plans: Future planned activities will include the establishment, in cooperation with North Florida Junior College, an educational information and referral service available to all people over the age of fifty. The goal of this cooperative effort is to assist the target group in the identification and resolution of those personal problems which compound the existing barriers to full educational participation by senior adults.

Materials Developed: Materials used in the training of senior adult volunteers.

Project Director: Dr. Joyce Thomas Jones

Title	Project Director	*Department*	Continuing Education and Community Services
Address	P. O. Box 17074 Jacksonville, Florida 32216	*Institution*	University of North Florida
Telephone	904/646-2690		

Community Service & Continuing Education

78-128-013

A Higher Education Act, Title I Program Abstract

Project Title: Senior Citizen School Volunteer Project of Escambia County

Project Duration: 7/1/78 - 6/30/79

Participants: Senior Adults

Number Served: 150

Project Summary: The overall purpose of this project is to develop an interagency structure through which interested senior adults can be identified to serve as volunteer-aides in participating elementary schools within the Escambia County School System. They will fill the needs of prescriptive tutoring, one-to-one group work, making resource materials, identifying resource persons, and performing clerical tasks. To meet these needs, an ongoing program of individualized recruitment, training, and placement will occur.

Methods: In-service training programs will be offered to the personnel with whom the volunteers will owrk. Each trainer will be given pre-service training by the professional staff responsible for the project. Senior adults will be supported in the recruitment, training, placement and ongoing training process through short, non-credit courses, workshops, and seminars of special interest in the area of volunteerism.

Institutionalization, Spin Offs, Future Plans: This project hopes to be continued into the next school year. The value of the program as a county-wide school volunteer system will be assessed at the end of the school year.

Materials Developed:
School volunteer handbook
Curriculum to be used in the non-credit courses, workshops, and seminars
Audio-visual training materials

Project Director: Dr. Lee Umphlett

Title Project Director

Department Division of Continuing Education

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Institution University of West Florida

Telephone 904/476-9500, Ext. 395

Title I HEA State Administrator

Community Service & Continuing Education

78-129-014

A Higher Education Act, Title I Program Abstract

Project Title: Senior Volunteers for Education

Project Duration: 7/1/78 - 6/30/79

Participants: Senior Adults

Number Served: 150

Project Summary: The purpose of this project is to further develop the interest and willingness of senior adults to offer their time and energies as volunteers by the improvement of the volunteer experience. This will be done by maintaining an ongoing program of individualized recruitment, training, placement, and recognition for the interested adult As a means of supporting the volunteer experience, local school personnel will be provided with training workshops and conferences designed to enhance their understanding of the value of volunteers, the activities the volunteers will be participating in, and viable means for maximizing the experience for all involved.

Methods: These objectives will be attained through the establishment of a Senior Resource Service, modularization of training and staff development materials. The Senior Resource Service will act to assist senior adults through the training and orientation phases and will continue to offer personalized assistance in the actual volunteer experience.

Institutionalization, Spin Offs, Future Plans: This program hopes to be continued into the next school year. Training modules and materials will continue to be used.

Materials Developed:
Training modules and materials
School volunteer handbook

Project Director: Jennie Loudermilk

Title Project Director

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Telephone 305/851-6750

Title I HEA State Administrator

Community Service & Continuing Education

78-179-015

A Higher Education Act, Title I Program Abstract

Project Title: Center for the Continuing Education of Senior Adults

Project Duration: 1/16/78 - 1/15/79

Participants: Senior Adults

Number Served: 1000

Project Summary: The project will establish an information and referral center to assist Senior Adults in classification, selection, and pursuit of learning goals. It will also provide presentations in the form of workshops, seminars, and short term courses. In addition, it will provide placement sites where volunteers are engaged in peer advising, outreach programming, and workshop and seminar planning and production.

Methods: The information and referral center will be a resource bank of educational materials, books, and information. Information gathered by the staff will be packaged and presented to various business and governmental organizations. Programming for the various workshops, seminars, and short term courses will cover such topics as health, money management, career exploration and development, and worthy use of leisure time.

Institutionalization, Spin Offs, Future Plans: This institution hopes to obtain funding for an additional three years. In this time they hope to expand their curriculum offerings and have a greater extent of outreach.

Materials Developed:
"Learning Opportunities for Senior Adults in Jacksonville" Quarterly
Packaged information and materials
Curriculum used in workshops, seminars, and short term courses

Project Director: Margaret Weigand

Title Project Director

Department Division of Continuing Education

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101 West State Street
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Institution Florida Junior College at Jacksonville

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78-157-004

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Human Development Outreach Program

Project Duration: 7/1/78 - 6/30/79

Participants: Older Adults (55+)

Number Served: 600

Project Summary: A primary goal of the program is to provide senior adults with opportunities to acquire the necessary information and skills to effectively deal with their environment. This will be done through educational programs, community counseling services, and community resource coordination.

Methods: Educational programs which deal with the issues of consumerism, health and safety, financial management, pre- and post-retirement planning, and leisure time will provide the basis for courses, workshops, and seminars presented through the Outreach Program. The courses offered will be both credit and non-credit.

Institutionalization, Spin Offs, Future Plans: Since the commitment has been made to maintain those services congruent with the educational needs of senior adults in the service district upon the termination of Title I funding, the planning activities of the project will continue to be comprehensive. Several specific staff development programs are planned to assist the staff in the identification and acquisition of those skills deemed critical to the success of the resource sharing and coordination role. The establishment of three new centers are planned. These Human Development Outreach Programs will further serve as the facilitators for the delivery of the continuing education programs desired by the local clientele.

Materials Developed: In the initial phase, a directory of senior services was produced. Other projects include a newspaper column, a radio program, and a local historical play, all written and directed by local senior adults.

Project Director: Dr. Wally Hamrick

Title Director

Department Division of Community Services

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Institution Central Florida Community College

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Title I HEA State Administrator

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Public Access Cable Television by and for Elders (PACE)

Project Duration: 1977

Participants: Older Adults

Number Served: 67

Project Summary: This project, Public Access Cable Television by and for Elders (PACE), enables older adults and others in San Diego to satisfy many learning, informational, and social service needs through a network of public access cable TV and learning resource centers. PACE uses communication technology and the nation's largest cable TV system to improve postsecondary educational opportunities for one of the largest concentrations of older adults in the nation. The user-controlled communication system offers a prototype of educational access, responsiveness, and direct service.

Methods: In its first year of funding, PACE combined educational and community resources to train 50 older adults in video production, develop and operate 3 production/viewing centers, produce dozens of quality video programs, and deliver TV programming four hours per week to a potential audience of 220,000 homes. A Senior Planning Council was instrumental in formulating policy and approving programming.

Institutionalization, Spin Offs, Future Plans: Continued funding under Title I.

Materials Developed: Thirty videotaped programs are available for dissemination and the PACE project is developing videotape exchanges with similar projects. For minimum cost of the blank tape and a small dubbing fee PACE offers copies of any of its tapes. The programs tend to have a local point of reference but many would be useful elsewhere. Programs include such topics as jogging and nutrition, healthcare and aging in China, an introspective look at aging, information and referral services, legal services, personality profiles (a 60-year-old hand-glider pilot, an ex-Harlem Globetrotter, a 72-year old folk dance teacher, a 72-year old antique airplane pilot etc.)

Project Director: Dr. Michael R. Real

Title Assistant Professor of Communications

Department Communications

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La Jolla, CA 92093

Institution UC, San Diego, Extension

Title I HEA State Administrator Russell L. Riese, Postsecondary Education Commission - CALIFORNIA

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Tools and Strategies for Workers with Older Adults

Project Duration: 1977-78

Participants: Service providers to the elderly

Number Served: 1,286

Project Summary: The purpose of the project was to increase program participants' knowledge and understanding of problems which affect both the mental and physical fitness of older adults. A need was recognized by the college's Emeritus Institute in working with community agencies for such in-service training. An essential element to the success of the program was the involvement of the target population, the college, and the clientele to be served.

Methods: Five task groups designed three or four in-service training sessions dealing with the following topics: Nutrition, Physical Fitness, Mental Health, Community Resources, and Power and Advocacy. Panel presenters (108 in number) were representative of the academic sphere, business, health, government and community-based organizations who offer services or make decisions which affect the older adult population.

Institutionalization, Spin Offs, Future Plans: The project has been successful in institutionalizing courses and lecture series which are a direct result of the need demonstrated by Tools and Strategies... Such offerings include: Health in Later Years, Nutrition and Aging, Life Style/Older People, Adult Fitness, and Successful Retirement Planning.

Materials Developed: Each session was videotaped and a series of binders containing written materials compiled for each of the five workshops.

Project Director: M. Neel Buell

Title Assistant Dean and Director of the Emeritus Institute

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Department Emeritus Institute

Institution Coastline Community College

Title I HEA State Administrator Russell L. Riese, Postsecondary Education Commission - CALIFORNIA

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Project PEERS

Project Duration: 1976-78

Participants: Older adults, disadvantaged, handicapped, undereducated and culturally disadvantaged

Number Served: 1,000

Project Summary: Through the use of the cable television media, Project PEERS has offered programming intended to provide educational/informational services to participants. After spending the first year planning and developing a broadcast studio in the campus Learning Resource Center, PEERS began producing a minimum of four hours of telecasting each day. For those without access to cable, programs were made available at Senior Centers and local schools, and transportation was provided.

Methods: An Advisory Committee comprised of representatives of the target community, the college and student populations met four times to determine programming. Videotapes were purchased and produced on campus.

Institutionalization, Spin Offs, Future Plans: Taft College now has a fully-equipped television studio where programs dealing with education, economics and public service are broadcast daily to a viewing audience estimated at 1,000. What began as televised educational programs for senior adults has developed into a Senior Adult Information and Referral Service, cooperating with Bakersfield College and all agencies that provide services to the aged.

Materials Developed: Video programs(listing available from project director, copies available at cost).

Project Director: Mr. Don Zumbro

Title Dean of Community Services and Evening College

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Department Community Services

Institution Taft College

Title I HEA State Administrator Russell L. Riese, Postsecondary Education Commission - CALIFORNIA

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Phone Forum

Project Duration: 1977-78

Participants: Reentry men and women, seniors, disabled and the educationally disadvantaged

Number Served: 121 District
1200+ Indirect

Project Summary: Piggybacking on a previously funded successful Title I program (Telebrary), Phone Forum sought to establish a community resource center via AM radio. The project's primary goal was to provide information, referrals, and counseling services to the greater Sacramento area through the medium of radio. With the changing profile of college students, the recognition of individuals in target groups who lacked resources, and the effectiveness of mass media in reaching large geographical areas, it was hoped that the community resource center would provide the community with career counseling, information about educational and vocational programs, resources available in the community, and allow listeuers a two-way flow of community with program guests and counselors.

Methods: An Advisory Committee determined topic areas for programs, and beneficiaries of the programs, established networks, contact resource people at their institutions, and participated in the programs. The project coordinator researched topic areas, interviewed potential guests, wrote weekly scripts and promotional materials, and implemented a public awareness campaign for the project. Students in radio workshops assisted in producing the promotional spots. A counselor answered calls off the air and provided counseling, information, and referral when needed. Forty two programs were produced during the project year.

Institutionalization, Spin Offs, Future Plans: The human service network, project materials, and expertise gained from working on PHONE FORUM is being used in implementing the Community Advisement Center in Sacramento. Cooperation and awareness of its need is an unexpected but important off-shoot of this project.

Materials Developed:
1. 42 hour-long broadcasts on tape available for dissemination
2. Manual of classes, services, programs available at seven educational institutions serving the greater Sacramento area.

Project Director: Dr. Howard Harris

Title Associate Dean, Community-Based Education

Department Community-Based Education

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Sacramento, CA 95823

Institution Cosumnes River College

Title I HEA State Administrator Russell L. Riese, Postsecondary Education Commission - CALIFORNIA

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: G.O.A.L.S. (Guidance Outreach in Adult Lifestyles)

Project Duration: 1977-78

Participants: Reentry Women and Older Adults

Number Served: 3,000

Project Summary: The G.O.A.L.S. Center, located on the Delta campus, offered counseling and referral services to women and older adults seeking support from the educational community. Outreach presentations encouraged these groups to venture on to campus where workshops, tailored to fit their needs, were offered.

Methods: Over 3,900 brochures were sent to prospective clients outlining services available to them. A total of 56 workshops were presented with a total of 2,831 persons attending. Self-Directed Serarch tests and reentry and educational counseling were provided by the on-campus outreach center staff.

Institutionalization, Spin Offs, Future Plans: Women's program component was funded under Title I-A for FY 1978. Program for Older adults was funded through other sources.

Materials Developed: "Hassle-Free Childcare Booklet" available from Project Director.

Project Director: Dr. Naomi Fitch

Title Assistant Dean of Special Projects

Department

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Stockton, CA 95207

Institution San Joaquin Delta College

Title I HEA State Administrator Russell L. Riese, Postsecondary Education Commission - CALIFORNIA

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Traveling Teachers

Project Duration: 7/1/77-7/1/78

Participants: Retired professionals, women who were not employed, low-income handicapped and minority group participants

Number Served: 600 in original program, 12,000 in subsequent ones

Project Summary:

Older adults need continued learning to cope with the problems of aging, of understanding themselves, of knowing the changing world and of using leisure time constructively. Older people with skills, knowledge, and special expertise are trained to provide programs at the sites where elderly congregate--senior centers, nursing homes, retirement housing, church groups, elderly nutrition sites. These "teachers" are recruited, trained to present programs one session in length or a six-session series in 90 different subjects. A small stipend is given to cover traveling costs.

Methods: Traveling teachers are trained through workshops and training sessions. Trained teachers are sent to senior sites to conduct educational programs. Ongoing supervision and training is given.

Institutionalization, Spin Offs, Future Plans: The Commission on Aging has recognized that education is a valid need for older adults and has funded the program. Courses and conferences at the University of Wisconsin and other universities have been developed, recognizing that educational gerontology is a valid concern for those serving the elderly. Many older adults have developed new roles--either teacher or student.

Materials Developed:

Handouts provided by speakers from community agencies, and a manual on Traveling Teachers, *Keeping Current*. Another manual on Traveling Teachers was developed and will be distributed to educators who wish to duplicate the program.

Project Director: Shirley Wile

Title Associate Professor

Department Community Programs

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Institution University of Wisconsin-Extension

Title I HEA State Administrator Lorna M. Miller, University of Wisconsin-Extension - WISCONSIN

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Planning for Responsible Educational Programs for Seniors

Project Duration: 7/1/77-7/1/78

Participants: Professionals working in agencies serving the elderly

Number Served: 225

Project Summary: Adult educators were offered conferences and workshops to help them plan more effective programming for senior citizens. The conferences covered the subjects of planning field trips and tours for elderly adults, new ways of presenting programs, specific programs to serve the elderly who live alone, proposal writing workshops, and understanding educational needs of the elderly.

Methods: Five events were offered: (1) Two-day workshop: Program Grants and Proposal Writing; (2) One-day conference: The Older Adult Living Alone: How You Can Help; (3) One-day workshop: Other Ways to Tell Your Story; (4) One-day conference: Around the Block or Around the World; and (5) One-day symposium on Educational Gerontology.

Institutionalization, Spin Offs, Future Plans: The university has found a potential client population--volunteers and professors who work with older adults. Extensive cooperation was maintained with Milwaukee County Office on Aging and other local groups.

Materials Developed: Handouts for particular presentations and audiotapes of Program Grants and Proposal Writing workshop

Project Director: Willard J. Brandt

Title Dean

Department Extension Education

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Milwaukee, WI 53201

Institution University of Wisconsin-Extension

Title I HEA State Administrator Lorna M. Miller, University of Wisconsin-Extension - WISCONSIN

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Physical Fitness for the Elderly

Project Duration: 8/1/77-6/1/78

Participants: Volunteers--some were college upper classmen involved in health-related professions and some were paraprofessionals who wanted to learn programs to continue on a given site

Number Served: 150

Project Summary: Volunteers were trained to bring a program of physical education exercises to the elderly in their nursing homes and retirement centers. Purpose was to help maintain a better level of fitness and health, to continue the enjoyment of life, and to add a social element to life. The exercise program was done by elderly while sitting down.

Methods: There were ten sessions of one hour each at the college and some elderly sites. Each session consisted of a series of exercises followed by a special activity which utilized equipment such as balls, balloons, bean bags, hoops, records, rings, tubes, etc. Activities were related to the seasons or holidays. All exercises for movement of joints involved breathing exercises and encouraged a happy atmosphere through music and enthusiasm.

Institutionalization, Spin Offs, Future Plans: Many students became interested in geriatrics. Homes for the elderly where programs were presented have continued their interest in the program and realize its value.

Materials Developed: A manual was developed by the project director. It includes a daily exercise pattern and special activities and illustrations.

Project Director: Colleen Jacobson

Title Associate Professor

Department Physical Education

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Institution Mount Mary College

51

Title I HEA State Administrator Lorna M. Miller, University of Wisconsin-Extension - WISCONSIN

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Art Training

Project Duration: 3 years ending 7/1/78

Participants: Professionals, paraprofessionals and volunteers who develop art programs for elderly and teachers of art

Number Served: 600 plus

Project Summary: Too many art classes for the elderly are concerned with creating projects, occupying time, and providing social contacts. Art programs should provide an opportunity for creative expression, a sense of productivity and completion, a means of securing recognition and, most of all, a deeper sense of self. The objectives were met through lecture, demonstration and participation.

Methods: A series of teacher training workshops with lecture-demonstration were held, followed by specific teaching projects. In each case the concept and the specific objective were related to the project.

Institutionalization, Spin Offs, Future Plans: The project continued with nonfederal funds. The university has increased its interest in the entire area of programs for the disadvantaged. Several large conferences were organized and out of these conferences several organizations were formed which established an effective coalition (Artreach and WisCAHN).

Materials Developed: Curriculum or resource packet for teachers to help them understand what is developmentally appropriate, challenging and stimulating for the aging. Four concepts relating to the elderly were introduced: Motivation, Creative Problem Solving, Social Interpretation and Life Review.

Project Director: Thomas Echtner

Title Associate Professor

Department Arts Development

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Title I HEA State Administrator Lorna M. Miller, University of Wisconsin-Extension - WISCONSIN

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Widowed Persons Service

Project Duration: 3 years ending 7/1/78

Participants: Widowed persons who have successfully gone through the process of grief

Number Served: 60

Project Summary: Studies have shown that the loss of a spouse can precipitate many emotionals problems, and that help through the grieving process can relieve the distress of the bereaved. It has also been proved that a widow can be more helpful in offering advice than a professional such as a physician, psychologist or clergyman, and even more helpful than family or friends. The widow-to-widow program trains widowed people to offer assistance to newly widowed persons.

Methods: Three training sessions prepared widow aides to understand the process and stages of grief, practical problems of living alone, and referral services. Continuous supervision and in-service training were provided.

Institutionalization, Spin Offs, Future Plans: A course in sociology has been developed at Concordia as a result of need ascertained through the program. A widowed persons service program has been developed by Concordia. A special service for widowers was designed by University of Wisconsin-Waukesha in consultation with this service to provide a similar support group for men.

Materials Developed: Tapes and slides describing the program were developed. A bibliography on grief, death, and healing was compiled.

Project Director: Jacquie Oliviera

Title Assistant Professor

Department Sociology

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Institution Concordia College

Title I HEA State Administrator Lorna M. Miller, University of Wisconsin-Extension - WISCONSIN

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Development of Individual Dietary In-Service Training Packets and Programs

Project Duration: 7/1/77-7/1/78

Participants: Food service managers at nursing homes and other residences for elderly

Number Served: 30

Project Summary: Food service managers of agencies serving the elderly lack trained workers. As a result, instructors are forced to develop their own on-the-job in-service training. This project helped participants learn to design programs and learning packages tailored for their special individual requirements.

Methods: Six 2-1/2-hour sessions, one each week for six weeks, helped participants learn the theory and have actual practice in developing their own packet or program for their food personnel.

Institutionalization, Spin Offs, Future Plans: Other workshops offered for this same clientele

Materials Developed: None

Project Director: Sr. Claudine Heintz

Title Chairperson

Department Home Economics

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Institution Cardinal Stritch College

Title I HEA State Administrator Lorna M. Miller, University of Wisconsin-Extension - WISCONSIN

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Foundations for a Statewide Model for Aging Education in Michigan

Project Duration: 10/1/77-9/30/79

Participants: Older adults, community college staff, community organizations, and general viewing public

Number Served: 1500 + undetermined number of television viewers

Project Summary: The purpose of the project is establishment of a foundation for a statewide model for aging education through the identification and mobilization of educational resources, especially through community colleges. Project staff and institutions perform a clearinghouse/resource sharing/information dissemination function relative to promotion of aging education policies and programs. During the 1978-79 year a video component has been added, which will develop model formats and distribution systems for aging education information.

Methods: Staff of three community colleges--Grand Rapids Junior College, C. S. Mott Community College, and Lansing Community College--are coordinating the project, which has a goal of reaching out to all interested colleges and others in the aging network. The Center for Aging Education at Lansing Community College publishes *Aging Education News* on a monthly basis for state and national distribution, and acts as a clearinghouse for program information and gerontology resources. Four to six videotapes on topics of significance to older adults and service providers will be produced, with involvement of older persons in planning. Formats and delivery systems will be varied so that recommendations can be made to others interested in such development.

Institutionalization, Spin Offs, Future Plans: As a result of discussions in the previous project year, staff are continuing to work closely with the Michigan Department of Education and the Michigan Office of Services to the Aging to develop a workable model for aging education. Curricula that were outlined in the previous year are now part of the institution's two year degree offerings. Future plans include efforts toward increased cooperative efforts.

Materials Developed:

1. *Interests and Directions in Aging Education: A Survey of Capabilities, Interests and Needs Among Twenty-Nine Community Colleges and Five Four-Year Colleges and Universities in Michigan* (September 1978)
2. Outline and course descriptions for a specialty option in gerontology as part of a two-year Associate Degree in Human Services
3. *Aging Education News* published monthly, beginning December 1978. Back issues or new subscriptions free upon request

Project Directors: Ms. Ellen Newmyer Sullivan

Title Program Director
Center for Aging Education
Lansing Community College

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Dr. Lee Thornton
Program Director

Department Media Technology

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Title I HEA State Administrator Richard J. Smith, State Department of Education - MICHIGAN

Project Title: New Directions for Adults

Project Duration: 6/1/77-5/31/78

Participants: Adults in transitions

Number Served: 957

Project Summary: This project established resource centers and presented educational programs for adults seeking new directions in career or lifestyle. One resource center was located on campus, and one was established at an off-campus branch location. Resource materials such as occupational exploration kits, career bibliographies, books, and films, were available through the centers to adults enrolled in the program.

Methods: Forty-two workshops, seminars, forums, and courses were presented in various geographic locations in the region. Most activities were presented in cosponsorship with a community agency or organization. Topics for the educational activities were: Gateways to Careers for Women, New Horizons for Later Years, Guide to Employment, Good Grief, Self Awareness for Women, Sex Makes a Difference, and After the Divorce: The Economic Realities.

Institutionalization, Spin Offs, Future Plans: This project had a significant role in the creation of a new social service organization, the Shenandoah Women's Center, which will shelter abused persons and provide educational programming. Project activities for the aging resulted in the formation of an interagency council concerned with educational activities for the aging. The college is reviewing a request from the council to initiate a training program in gerontology. The college has also begun to expand its career and occupational counseling services to adults.

Materials Developed: A newspaper series entitled "The Maturing Women: Myths and Realities" was written to stimulate community interest in the project.

Project Director: Linda Dunn

Title Director of Continuing Education

Department

Address Shepherdstown, WV 25443

Institution Shepherd College

Title I HEA State Administrator Joyce W. Daniels, State Board of Regents - WEST VIRGINIA

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Iowa ELDERHOSTEL '77

Project Duration: 3/1/77-12/31/77

Participants: Adults over age 60

Number Served: 757

Project Summary: Elderhostel is a program of continuing education designed to meet educational needs and interests of adults over 60 who are not regularly served by current educational offerings in their communities. Twenty-three colleges and universities in Iowa provided week-long sessions of continuing education programs for persons over 60 years of age and their spouses during the summer of 1977. The un
this program by participants was their enthusiasm and appreciation.

Methods: Each institution offered at least three college-level, non-credit courses, scheduled so that participants could make a real choice among the offerings (including attending all classes which most persons did). Courses met daily for a total of 22 to 30 instructional hours for the week. Instructors were selected, primarily from existing faculty, for their expertise in a specific field and their empathy in dealing with older students. Food and lodging were in a regular dormitory setting. The individual campuses and communities offered a variety of extracurricular events--exhibits, theatre, concerts, planetarium visits, etc.

Institutionalization, Spin Offs, Future Plans: As the first state in the midwest to sponsor Elderhostel, and with the largest consortium of participating educational institutions, Iowa is a model to other states. Title IA funding has been approved for a second year. A basic impact on communities and agencies that serve the elderly is the demonstrated fact that the needs of older citizens are greater than just physical--a new perspective is developing about the extent of these needs and the benefit to the community when the needs are filled.

Materials Developed: Promotional materials for the project

Project Director: Peggy Houston

Title Program Associate

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The University of Iowa 52402

Department Division of Continuing Education

Institution The University of Iowa

Title I HEA State Administrator Robert F. Ray, Division of Continuing Education - IOWA

Project Title: Elderhostel: North Carolina

Project Duration: 5/1/77-11/16/78

Participants: Individuals over 60

Number Served: 378

Project Summary: The purpose of this project was to stimulate the elderly to learn to adopt a positive attitude, to attain a new sense of self-worth, and an eagerness to reach out for new life experiences. The project was successful in that it met a real need for people in retirement--especially for retired professionals who missed the stimulation in retirement of their previous careers.

Methods: From June 12, 1977, to August 13, 1977, three weeks of educational courses were conducted at each of six campuses in North Carolina for a total of 18 weeks of operation. A wide range of extracurricular programs of a cultural, educational, and social nature was provided in the afternoons and evenings. Participants were housed and fed in campus facilities, intermingling with individuals of different races, life-styles, and origins, as well as with college students on campus.

Institutionalization, Spin Offs, Future Plans: Continuation of the Elderhostel during the subsequent year at the original six participating institutions and an additional six institutions. Expansion of number of weeks of instruction and number of participants is planned for the second year of operation.

Materials Developed: An organization manual providing guidelines for planning, development, and implementation of the program and a 10-minute slide-type presentation giving a general introduction to the Elderhostel program are available from the project director.

Project Director: Bobby D. Wagoner

Title Assistant Director of Extension

Department Extension for Continuing Education

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Institution
University of North
Carolina at Chapel Hill

Title I HEA State Administrator Allen W. Rodeheffer, University of North Carolina - NORTH CAROLINA

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Elderhostel for Older Adults

Project Duration: 7/1/77-8/13/78

Participants: People 55 and older

Number Served: 36

Project Summary: Objectives of the project were to provide opportunities for older people to attend short, college-level courses during summer months.

Methods: Two weeks of classes were made available with three classes per day and one social or other educational activity per day scheduled. Participants lived on campus and could also participate in other culturally enriching activities. Class topics were selected which would be well received by participants with some flexibility in course instruction to deal with a wide range of discussion interests. A fee of $60.00 per participant was charged.

Institutionalization, Spin Offs, Future Plans: The program has been continued during a second year of Title I funding and expanded to include three other institutions.

Materials Developed: None

Project Director: Allen V. Swanson

Title Director

Address Berea, OH 44017

Department Division of Continuing Education

Institution Baldwin-Wallace College

Title I HEA State Administrator Marlene Rushay, Board of Regents - OHIO

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Continuing Education for Senior Adults

Project Duration: 10/1/77-9/30/78

Participants: Senior adults and persons working in the field of aging

Number Served: 1,294

Project Summary: The purpose of the project was to help senior adults to use their leisure time in a satisfying and meaningful way, and to establish training seminars for persons employed by community agencies and civic organizations to help senior adults.

Methods: Continuing education classes for senior adults and training seminars for those working in the field of aging. Classes were instructed by faculty from Centenary and colleges and universities in the area. Seminars were conducted by guest speakers from the various field in the area of aging.

Institutionalization, Spin Offs, Future Plans: A course in gerontology has now become part of the Centenary curriculum, to be taught at least every other year and more often if there is evidence of need. Several community groups and civic organizations have expressed a great deal of interest in the program, and the Frost Foundation is funding the program in the Centenary Center for Management Development for five years.

Materials Developed:

Project Director: Mrs. Lucia D. McKee

Title Director

Department Continuing Education

Address Centenary College, P.O. Box 4188
Shreveport, LA 71104

Institution Centenary College

Title I HEA State Administrator Dale Thorn, Board of Regents - LOUISIANA

Project Title: Keeping Current

Project Duration: 1977-1978

Participants: Older adults

Number Served: 22 discussion leaders, 1,169 older adults

Project Summary: Through Keeping Current discussion groups, older adults at 32 senior sites in Milwaukee County were kept informed on current events, stimulated to greater awareness of issues affecting them, and encouraged to share their ideas in a warm, accepting atmosphere. They met at elderly nutrition sites, nursing homes, housing projects, retirement communities, senior centers, and UW-Extension School for Seniors.

Methods: Twenty-two men and women, 55 or older, were recruited and trained as discussion leaders. Through an orientation workshop, one-to-one conferences, and in-service training sessions, the leaders were provided with group discussion skills, information on the older adults learner, guidelines for presenting news stories, and tools for utilizing news sources. Groups met once a week for a series of six sessions. At the end of each series, the program was evaluated to determine if it should continue. A total of 766 Keeping Current discussion sessions were conducted over two years.

Institutionalization, Spin Offs, Future Plans: Keeping Current has become a component of the Traveling Teachers project, a UW-Extension continuing education program for older adults, funded by the Milwaukee County Commission on Aging. The Depression cut short the aspirations of one woman, now in her 60's, to attend college and teach. After a successful career in advertising, she has been hired by several elderly centers to continue classes at their sites, since Title I HEA funds are no longer available to the project. UW-Extension School for Seniors conducts a Keeping Current class almost every semester.

Materials Developed: A "How To" manual is available from the project director.

Project Director: Samual D. Stellman

Title Professor

Address
Enderis Hall, UW-Milwaukee
Milwaukee, WI 53201

Department Center for Social Services

Institution University of Wisconsin--Extension

Title I HEA State Administrator Lorna M. Miller, University of Wisconsin-Extension - WISCONSIN

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Educational Programs for the Elderly: The Professionals' Role

Project Duration: 1977-78

Participants: Professional personnel working in the gerontology area

Number Served:

Project Summary: Since the elderly comprise 12.6% of Kansas' population, they represent a sizeable number of persons who have educational needs that are not being addressed. Because of physical limitations, lack of transportation, etc., the elderly need educational enrichment in the most nontraditional sense. Often this means programming must be brought to the elderly rather than the elderly coming to the program. Washburn has conducted educational programs for the elderly at several congregate living sites in Topeka for the past two years under a Title I grant. Because of this experience, it was felt that other educational institutions might share the results of our programming in developing their own educational resources for the elderly.

Methods: Washburn developed and published a training manual primarily for educational institutions. It is a "how to" booklet with the emphasis on designing a tool so practical that others may read the manual and develop their own programs. Accompanying the manual are video-tape presentations on aging, working with the elderly, and the elderly in varied and normal processes. The video-tape presentations came from four "field-test" seminars held in October, December, March and May. Support for the seminars was sought from the Kansas State Nurses' Association, the Training and Staff Development of Social and Rehabilitation Services, and the Department of Health and Environment. With multiprofessional backing, an interdisciplinary approach was taken with gerontologically oriented programs.

Institutionalization, Spin Offs, Future Plans: Because planning and implementation of the workshops involved six departments at Washburn, the faculty became more aware of the rise in interest and concern for the older population. There is more interest in gerontological research and studies in the curriculum. Sixteen public and private agencies were involved in the workshops and therefore had an opportunity to exchange ideas. The training manual and the structure of the workshops may be used by others involved in gerontology. KWIC Keyword Index at the Center for the Study of Aging and Human Development, Duke University, Durham, N.C., has been given a copy of the manual.

Materials Developed: 1) Fifty Gerontology Training Manuals were developed for dissemination to Regents Schools and other limited institutions and individuals. 2) Four videotapes of the Intimate Generation Gap are available. 3) One tape for Intergenerational Leisure was developed. 4) Audio tapes are available for some lectures in a) We Cannot Communicate (b) Intergenerational Leisure and (c) Lifelong Learning Opportunities.

Project Director: Jeanne Tucker

Title

Address Topeka, KS 66621

Department Special Instructional Programs

Institution Washburn University

Title I HEA State Administrator Gene Kasper, Board of Regents - KANSAS

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Older Adult Assistance--Career/Education **Project Duration:** 1977-78

Participants: Adults 50 years of age and over **Number Served:** 1,000 directly

Project Summary: This was a project to provide to older adults (50 and over) educational/alternative career/life-coping counseling, informational, and referral assistance. The assistance to older adults was provided by trained/retrained retired professionals at sites on campus, at community agencies, and at selected industries in Essex and Passaic Counties convenient to the older adult.

Methods: Counseling/assistance staff of peer-age persons trained/retrained through pre-service and in-service sessions. Counselors available directly to adults at convenient locations 11:00 A.M.-6:00 P.M. daily including Saturdays. Linkages established with selected agencies, businesses, and industries to develop assistance services to employees in planning for retirement, second career opportunities, etc. The Comprehensive Occupational Assessment and Training System is being tested as one method of assessing alternative career opportunities.

Institutionalization, Spin Offs, Future Plans: The project will continue undertaking modification, extensions, and the delineation of services necessary to providing educational, alternate career and life-coping direct counseling and referral assistance. It is anticipated that the program will initiate an analysis of industry/agency positions possible and suitable to flexible, part-time work opportunities for "job matched" retired persons. The program will also initiate a research design focusing upon applicability of Job-Matching Preference/ Experience Assessment to older adults.

Materials Developed:

Project Director: Ray Ast

Title Director *Department* Adult Continuing Education

Address 14 Normal Avenue *Institution* Montclair State College
Upper Montclair, NJ 07043

Title I HEA State Administrator Robert C. Holmes, Department of Higher Education - NEW JERSEY

Project Title: Helping the Difficult-to-Reach Elderly With Planned Programs of Nutrition Education and Related Areas

Project Duration: 7/1/77-6/30/79

Participants: Older adults

Number Served: 2,266

Project Summary: Through this program, older adults at 36 Maricopa County Nutrition-Socialization Centers learned how to eat well-balanced meals; understand the relationship of nutrition to health; grow, purchase, prepare, and store foods efficiently; and cope with many problems of aging.

Methods: Six men and women, 55 years or older, were employed part-time and trained weekly by a University of Arizona Cooperative Extension Service home economist to teach nutrition and related subjects twice a month at four or more Maricopa County Nutrition-Socialization Centers. Topics of discussion were weight control, diabetes, hypertension, arthritis, supermarket strategies, menu planning, cholesterol, potassium, calcium, and life planning and money management.

Institutionalization, Spin Offs, Future Plans: Older adults are starting to take responsibility for their own health maintenance and are approaching the national dietary goals by eating fewer fats, sugar, and salt but more whole-grain breads, fruits, vegetables, salads, and low-fat milk. The aides and project director have been asked to continue this work in the centers and for many other groups indefinitely (home-health aides, church groups, etc.). The Area Agency on Aging wishes the aides to continue nutrition education on a regular basis at the senior sites.

Materials Developed: Lesson plans and visual aids were developed by the aides and project director and may be obtained from the project director.

Project Director: Dr. Ruth C. Brunton

Title Home Economist

Department Cooperative Extension Service

Address 4341 E. Broadway
Phoenix, AZ 85040

Institution University of Arizona

Title I HEA State Administrator Richard R. Erbschloe, Commission for Postsecondary Education - ARIZONA

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Dietary Responsibilities in Small Hospitals and Nursing Homes

Project Duration: 1977-78

Participants: Nonskilled, skilled, and professional food service workers in hospitals and nursing homes

Number Served: 167

Project Summary: The program was designed to upgrade food service and nutritional care in hospitals, nursing homes, and extended health care facilities. Specific objectives of the project were: (1) providing an opportunity to evaluate the planning, preparation, and serving of menus for regular and modified diets served to elderly individuals; (2) providing experience, training, and information in personnel organization and management for persons working in nursing homes and hospitals; (3) providing information for food service administration as it relates to purchasing, receiving, storing, and cost-controlling food; (4) providing information, skills, and techniques for selecting, purchasing, and maintaining food service equipment and supplies; (5) providing through observation and demonstration sanitary techniques for food handling and personal grooming; (6) providing food acceptance through aesthetic means (use of edible garnishes, or tray and table decorations). Forty-one counties participated in this project and ultimately more than 800 persons responsible for diets were involved.

Methods:
(1) A three-day training institute was held at Tuskegee Institute.
(2) In-service training sessions were conducted at nursing homes and hospitals.
(3) A consultant service relating to nutritional care was operated.
(4) Bimonthly news notes about food service problems and solutions were sent out.
(5) Students enrolled in dietetics had a laboratory experience in nutrition planning.
(6) An advisory committee was convened to review, assess, and approve a 24-hour program that will serve people from designated areas and meet professional approval. (cont'd under Materials Developed below)

Institutionalization, Spin Offs, Future Plans: In 1977, this project was the first to offer CEU's (continuing education units) at Tuskegee Institute. In 1978 Tuskegee awarded 2 CEU's to participants who attended the three-day training institute program. There's a marked increase in the number of participants who are now members of Hospital, Institution, and Educational Food Service Society. These subprofessionals also use attendance in the program to meet continuing education requirements. Future plans: a three-day training institute, in-service training, bimonthly newsletters, and planned demonstrations.

Materials Developed:
1. Lectures for both workshop and in-service training
2. Workshop programs
3. Diet manual
4. Bimonthly newsletters

(7) Professionals in the food service industry gave volunteer services.

(8) Instruction was given in the following areas: quantity food preparation, food purchasing, menu planning, diet therapy, sanitation, and personnel management.

Project Director: Mrs. Solona C. McDonald, R.D.

Title Director

Department Hospital Dietetics

Address John A. Andrew Memorial Hospital
Tuskegee Institute, AL 36088

Institution Tuskegee Institute

Title I HEA State Administrator R. W. Springfield, University of Alabama - ALABAMA

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Nutrition and the Older Person

Project Duration:

Participants: Senior citizens in Knox County, directors of senior citizen centers, and expanded food and nutrition assistants in the Cumberland Valley Area Development District

Number Served: 87

Project Summary: The project will provide nutrition education for the above participants. These individuals have varied educational backgrounds, and few have had any previous training in the nutritional requirements for the aging. While some educational efforts are taking place, there has been no coordination. This is the first attempt to bring together those groups in the Cumberland Valley Area Development District engaged in nutrition education for the aging.

Methods: A series of six workshops will be held in the months of October, November, December, February, March, and May at the Knox County Senior Citizen Center. Features of the workshops will include a morning session of lectures, demonstrations, films, and group discussions; a lunch where samples of the food items discussed are available, and an afternoon session with "hands-on" activities. Printed programs have been mailed to prospective participants. Prior to each workshop participants will be sent a reminder letter which presents a detailed outline of the workshop.

Institutionalization, Spin Offs, Future Plans: Union College has as its basic mission helping to improve the quality of life and living conditions for the people of the region. One of the college goals for 1977-78 was to provide increased and improved delivery of services to the nonacademic community. The advisory council for this project recommended that the project be continued for a greater period than one year with Phase I consisting of immediate impact workshops and Phase II including workshops, wider dissemination of materials, as well as identification and work with other groups or agency personnel serving the older adult in the Cumberland Valley Area Development District.

Materials Developed:

Television tapes on nutrition education will be produced. Summary sheets on nutrition education will also be prepared by resource people.

Project Director: Mary Alice Lav

Title Assistant Professor of Home Economics

Department Home Economics

Address
Union College
Barbourville, KY 40906

Institution Union College

Title I HEA State Administrator Dale Chapman, University of Kentucky - KENTUCKY

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Training for Food Service Supervisors and Other Dietary Personnel in the Areas of Nutrition and Food Management for Older Persons

Project Duration: 1977-78

Participants: Supervisory and nonsupervisory dietary personnel employed in nursing homes and hospitals

Number Served: 32 directly
2,096 indirectly

Project Summary: The nutritional care of institutionalized persons of all ages, and especially those age 60 and over, depends in part on the personnel who supervise and staff the dietary departments in each facility. This project provides training for supervisory and nonsupervisory dietary personnel in the Buffalo/Trace, Gateway, FIVCO, and Big Sandy Area Development Districts. The food service supervisors training program meets the requirements set forth by the Kentucky Department of Licensing and Regulations. Training for nonsupervisory dietary personnel is in the area of food service management.

Methods: Food service supervisors are awarded continuing education units for attending a 90-hour workshop divided into 15 six-hour sessions. The content is approved by the Kentucky Department of Licensing and Regulations. Training for nonsupervisory dietary personnel consists of four weekly six-hour sessions. Topics include role and dietary function of the dietary department, food preparation, planning, sanitation, and safety.

Institutionalization, Spin Offs, Future Plans: The workshop sessions require collecting and evaluating course material used in the presentations. This process will provide a basis for future workshops. The project contributes to the quality of the overall foods and nutrition program in the Department of Home Economics. A proposal for 1978-79 will be submitted for continuation funding and will include expansion of the project

Materials Developed: A collection of film strips and films concerned with food service food preparation, nutrition, and communication skills was purchased and evaluated for the purpose of quality instruction in the workshop. Pamphlets, fliers, and printed handouts were collected and developed for use in the sessions.

Project Director: Dr. Charlotte M. Bennett

Title Department Head

Department Home Economics

Address
UPO 889
Morehead State University
Morehead, KY

Institution Morehead State University

Title I HEA State Administrator Dale Chapman, University of Kentucky - KENTUCKY

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Continuing Education for Older Adults (CEOA) **Project Duration:** 9/1/77-8/31/78

Participants: Mostly retired laborers and domestic workers 60 years and over **Number Served:** 3,161

Project Summary: This project provided a needy service for elderly residents which would not have been available otherwise. Courses and seminars were developed and delivered to assist older persons to deal more effectively with their everyday problems and stresses. Many older persons, as well as representatives of agencies and organizations supporting and cooperating with the project, increased their interest and awareness of the needs of older persons. These agencies have committed themselves to providing more educational services to the elderly population.

Methods: Consultations were held with representatives of community agencies, organizations, and educational institutions to inform them of the project and to solicit their support. Three orientation/training sessions were conducted with instructors, site managers, agency directors, and the director, faculty, and staff of the Institute of Gerontology to provide teaching techniques in relating to and working with older persons. Eight courses (presented in 53 sections) and four seminars (presented 104 times) were conducted in 71 locations.

Institutionalization, Spin Offs, Future Plans: Several community organizations, agencies, and the university have become more aware of the needs of older persons and indicated that they will extend and increase their continuing education services to the elderly. A regulation was made which entitled persons 65 and over to enroll in courses at the university free of charge. This project has assumed the responsibility for counseling and registering persons who are taking advantage of the program.

Materials Developed:

Brochure
Report on the First Year's Experience
Pictorial Brochure
Curriculum Guide
Student's Handbook (functional English course)
Instructor's Guide (functional English course)

Project Director: Clavin Fields

Title Director
Department Institute of Gerontology
Address 425 Second Street, NW, Room 1134
Washington, DC 20001
Institution University of the District of Columbia

Title I HEA State Administrator Lawrence E. Graves, Department of Human Resources - DISTRICT OF COLUMBIA

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Outreach-Continuing Education for Older Adults With Limited Mobility

Project Duration: 9/1/77-9/30/78
10/1/78-6/30/79

Participants: Senior adults living in mobile home compounds having limited mobility

Number Served: 500 in FY 77-78

Project Summary: Many older citizens living in mobile home compounds and parks have limited mobility which includes fear of venturing out, physical limitations, infirmaties, lack of transportation, inability to drive, nonavailability of bus service, etc. These older citizens are relegated to lives of boredom, neglect, and degradation. In order to enrich the quality of life for these long-term tax-paying citizens, this project provided 21 classes in 16 mobile home parks in the metropolitan and outlying areas. These classes returned intellectual and stimulating opportunities to mobile home park residents and were an alternative to early senility and dependence by keeping older minds and bodies active and involved.

Methods: The primary type of activity was the delivery of educational opportunities to the senior adults in the form of 21 credit-free classes in 16 mobile home parks in metropolitan and outlying areas. Qualified instructors were identified and trained in teaching older adults. They conducted their classes once a we   for six to eight sessions. Evaluations were conducted at the end of each session. The results were extremely positive from both the managers of the parks and the students.

Institutionalization, Spin Offs, Future Plans: After the second year Title I support, we have added this project into the 1979-80 Senior Citizen Education budget of Pima College, subject to local board approval. This alternative to institutionalization in nursing homes, etc. enriches lives and is less expensive to the taxpayer. Cost of this project: $38.00 per senior citizen; $2.40 per hour. We are attempting to deliver the same quality educational opportunities for senior citizens at 20 nutrition sites through a joint grant with the administrators of the senior Now Generation Nutrition Sites during FY 79-80.

Materials Developed: Note: This grant was intended for direct service to senior adults, not for research or development of materials. However, the following materials were developed: (1) training materials for instructors of senior adults, (2) class outlines for senior adults classes and instructional materials, (3) evaluations for the senior adult education classes.

Project Director: Constance Howard
(Julia Perry, Coordinator)

Title Director

Department Community Services

Address 219 West Mabel Street
Tucson, AZ 85705

Institution Pima County Community College District

Title I HEA State Administrator Dr. R. R. Erbschloe, State Commission for Postsecondary Education - ARIZONA

Project Title: Continuing Education for Older Adults (CEOA) **Project Duration:** 9/1/77-8/31/78

Participants: Mostly retired laborers and domestic workers 60 years and over **Number Served:** 3,161

Project Summary: This project provided a needy service for elderly residents which would not have been available otherwise. Courses and seminars were developed and delivered to assist older persons to deal more effectively with their everyday problems and stresses. Many older persons as well as representatives of agencies and organizations supporting and cooperating with the project increased their interest and awareness of the needs of older persons. These agencies have committed themselves to providing more educational services to the elderly population.

Methods: Consultations were held with community agencies, organizations, and educational institutions to inform them of the continuation of the project and to solicit their support. Three orientation/training sessions were conducted with instructors, site managers, agency directors, and the director, faculty, and staff of the Institute of Gerontology to acquaint instructors with the information and resources of the Institute's library and to provide teaching techniques in relating to and working with older persons. Eight courses (presented in 53 sections) and four seminars (presented 104 times) were conducted in 71 D.C. locations.

Institutionalization, Spin Offs, Future Plans: Several community organizations, agencies, and the university have become more aware of the needs of older persons and indicated that they will extend and increase their continuing education services to the elderly. A university task force was created, resulting in a regulation entitling persons 65 and over to enroll in courses at the university free of charge. This project has assumed the responsibility for counseling and registering persons who are taking advantage of this program.

Materials Developed:

Brochure
Report on the First Year's Experience
Picturial brochure
Curriculum Guide
Student's Handbook (Functional English Course)
Instructor's Guide (Functional English Course)

Project Director: Clavin Fields

Title	Director	*Department*	Institute of Gerontology
Address	425 Second Street NW, Room 1134 Washington, DC 20001	*Institution*	University of the District of Columbia

Title I HEA State Administrator Lawrence E. Graves, Department of Human Resources - DISTRICT OF COLUMBIA

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Seniors on Campus

Project Duration: 7/1/77-9/30/78

Participants: Senior citizens on campus

Number Served: 213

Project Summary: The project was aimed at helping senion citizens cope with and overcome social and intellectual isolation.

Methods: One-week programs were set up on various campuses throughout the state. In addition to these programs, there were several follow-up activities offered. Topics included early American cultural history and an exploration of contemporary culture, including literature, ideas, music, art, architecture, and city planning.

Institutionalization, Spin Offs, Future Plans:

Materials Developed: Final report.

Project Director: James L. Steffense, Jr.

Title Director

Department Graduate Summer School

Address High Street
Middletown, CT 06457

Institution Wesleyan University

Title I HEA State Administrator Phyllis Lary, Board of Higher Education - CONNECTICUT

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Senior Scholars Program

Project Duration: 3/77-8/78

Participants: Senior citizens

Number Served: 726

Project Summary: The Senior Scholars Program was organized and administered by the director of Adult & Continuing Education and operated on a very high level of instruction using, for the most part, retired teachers who were most capable in the fields they were teaching. Classes were taught in many areas, including geology, genealogy, Spanish, law for the layman, photography, oil painting, needlepoint, china painting, and macrame, with the only expense to the senior citizens being the cost of supplies and equipment. With approximately 1,200 persons over age 60 in Brewster County, the Senior Scholars Programs met with approval and interest, as shown by the number of people who participated.

Methods: Classes included classroom instruction, field trips, participation-type classes, and various media instruction. Most classes met weekly with several meetings twice a week for a period of one to three hours. The shortest classes offered were five and six hours, and the longest offered was 32 hours. The majority of classes were offered during the day.

Institutionalization, Spin Offs, Future Plans: An education committee at the Senior Center has sent out surveys and is organizing a schedule for the spring to offer educational classes in the Senior Scholars Program. The impact of the Senior Scholars Program on people's lives in this rural community has been great. There has been rekindled a real desire to learn new skills and build new interests.

Materials Developed: A slide presentation was developed and is available for other rural areas interested in planning Senior Citizen Programs. It has already been used many times for continuing education purposes, Area Agency on Aging groups, and for meeting of city and county officials in the five-county rural area.

Project Director: Janette L. Bowers

Title Director

Address Box C-141
Alpine, TX 79830

Department Adult and Continuing Education

Institution Sul Ross State University

Title I HEA State Administrator Wilbur W. Hurt, Coordinating Board - TEXAS

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Senior Citizens Resource Education Center **Project Duration:** 7/1/78-6/30/79

Participants: Service providers, senior aides agency workers and senior citizens **Number Served:** 87 as of 11/30

Project Summary: The purpose of the program was to develop, collect, and assemble information relative to programs and services for the elderly in the metropolitan Chicago area; to conduct workshops and training sessions for the dissemination of information to senior citizens; and to demonstrate a resource model in three population concentrations: Latino, Black, and Appalachian.

Methods: A planning committee consisting of representatives of Chicago State University, The Mayor's Office for Senior Citizens and Handicapped, The Education Network for Older Adults, and Operation Able, (an employment resource for the elderly) conferred ard suggested several programs to be implemented in the three community sites. Workshops were planned in health, social service, nutrition, recreation, and education. The workshops held on the CSU campus, intended primarily for staff

Institutionalization, Spin Offs, Future Plans: University commitment to the success of the project, included the involvement of several departments: College of Nursing, Psychology, All Allied Health, Continuing Education, The Graduate School, and Division of Research an Development. The in-kind contribution of the university provided the Psychology Department an opportunity to develop, package, and deliver a series of educational and interpersonal

Materials Developed: Since this is a new project and the sessions are only partially completed, the materials now in the suggestion stage are to be developed: a newsletter, a how-to-do-it guide manual, and a gerontology sequence for undergraduates.

Project Director: Thomas F. Brady

Title Director

Address 95th Street and King Drive
Chicago, IL 62223

Department Continuing Education of The Graduate School

Institution Chicago State University

Title I HEA State Administrator Jacob Jennings, Jr., Board of Higher Education - ILLINOIS

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Providing Continuing Education and Community Services to the Rural Areas of the Concho Valley

Project Duration: 5/19/77-6/30-78

Participants: Adults without high school diplomas

Number Served: 51

Project Summary: The purpose of this program was to prepare six units for teachers in basic American government and civics, written in Spanish and English, and to teach at least three classes in different locations in the Concho Valley. University faculty and students researched and prepared the six units and the students taught the classes. The contents of the units were directed especially toward the adult with limited educational background. The adults that attended the classes had never had any formal instruction in American government or local civics.

Methods: Three classes met one night a week for three hours each night for six weeks. University students prepared, printed, and taught six units.

Institutionalization, Spin Offs, Future Plans: This program served as an awareness instrument to acquaint rural adults with the types of programs available to them through continuing education.

Materials Developed: A teacher's guide of six units in Spanish and English was developed. Copies can be obtained by contacting the project director.

Project Director: Don R. Hale

Title Director

Department Adult and Continuing Education

Address
Angelo State University
P.O. Box 11022, ASU Station
San Angelo, TX 76901

Institution Angelo State University

Title I HEA State Administrator Wilbur W. Hurt, College and University System - TEXAS

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Continuing Education for the Elderly

Project Duration: 7/1/78-6/30/79

Participants: Persons over age 55

Number Served: approximately 1,000 anticipated

Project Summary: The purpose of the project is to provide for the elderly of the metropolitan area, at no cost to them, a continuing education program of approximately 50 activities composed of courses, seminars, workshops, and related social and cultural activities which incorporate not only education but recreational opportunities as well.

Methods: Instructional methods include total-group and small-group discussion, lecture-inquiry, guest speakers and demonstrators, workshop format, and role playing where appropriate.

Institutionalization, Spin Offs, Future Plans: A close relationship exists between the proposed project, the numerous community services offered to senior citizens by aging-related agencies, and the needs and wants of the elderly. The Center is committed to serving the needs of the underserved and unserved--the elderly, minorities, and low-income groups. The relationship between the college and area aging-related agencies continues to grow and to establish an even broader base upon which to build comprehensive programming for the elderly.

Materials Developed: As a direct result of the project, instructors teaching or leading the various courses or activities have produced objectives, course content by session, and supplies and/or equipment needed for project implementation. Most instructional materials have been provided by or purchased from existing agencies or institutions whose materials quality is established.

Project Director: Dale W. Johnson

Title Coordinator of Special Projects

Department Community Service

Address
7777 S. May
Oklahoma City, OK 73159

Institution
South Oklahoma City
Junior College

Title I HEA State Administrator Jerry L. Hargis, State Regents for Higher Education - OKLAHOMA

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Law-Related Information for the Elderly **Project Duration:** 7/1/78-6/30/79

Participants: Older adults **Number Served:**

Project Summary: The purpose of this project is the development of law-related educational and informational materials specifically directed toward senior citizens, nonlawyer volunteers, and professional staff who provide services and aid to such persons.

Methods:

Institutionalization, Spin Offs, Future Plans:

Materials Developed: Six handbooks are to be developed in the following major subject areas: basic income, health care, housing, special laws, consumer concerns and protective services. Each handbook will be composed of subtopics related to each of the major areas. Upon publication, the handbooks will be distributed to older adults through the regional offices of the Commission on Aging.

Project Director: Bruce Sales

Title Director *Department* Law-Psychology Program

Address Lincoln, NB 68588 *Institution* University of Nebraska--Lincoln

Title I HEA State Administrator William S. Fuller, State Coordinating Commission for Postsecondary Education - NEBRASKA

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Physical Exercise and Recreation for Older Persons (PEROP)--Phase II

Project Duration: 1978-79

Participants: Older adults

Number Served: 100-150

Project Summary: PEROP Phase II was a cooperative college-community project. Fifteen physical education majors at William Paterson College provided exercise and recreation programs for older persons at Title VII nutrition sites and nursing homes in Passaic and Begen counties. It had a two-fold purpose: (1) This program of physical exercise and recreational activities contributes to the physical and mental health of older adults by assisting them in maintaining their independence. Such independence enables them to continue as active participants in community programs and functions. (2) It prepares undergraduate physical education majors for an allied career as exercise and recreation specialists for older adults, thereby enhancing their employability. The program is being conducted concurrently with the 1978-79 academic year. The physical education majors will undergo a three-week training program followed by a twelve-week field experience each semester.

Methods: Students lead older persons in exercises and recreational activities by demonstration and manual manipulation combined with explanation. Students are taught exercises and recreational activities; there are lecutres, discussions, and the use of audiovisual aids.

Institutionalization, Spin Offs, Future Plans: Programs may become institutionalized, once we can resolve the issue of how to ascertain medical clearance for participants at an economically affordable rate.

Materials Developed: Thus far, we have developed several exercise games: e.g., exercise tic-tac-toe and exercise bingo. We are recommending a policy statement regarding medical clearance for older persons that we hope the American Alliance for Health, Physical Education and Recreation (AAHPER) will adopt.

Project Director: J. Thomas Jable

Title Chairperson

Address 300 Pompton Road
Wayne, NJ 07470

Department Physical Education and Recreation

Institution William Patterson College of New Jersey

Title I HEA State Administrator Robert C. Holmes, State Department of Higher Education - NEW JERSEY

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Senior Citizens Resource Education Center **Project Duration:** 7/1/78-6/30/79

Participants: Service providers, senior aides, agency workers and senior citizens **Number Served:** 87 as of 11/30

Project Summary: The program was designed to develop, collect, and assemble information relative to programs and services for the elderly in the metropolitan Chicago area; to conduct workshops and training sessions for the dissemination of information to senior citizens, and to demonstrate a resource model in three population concentrations: Latino, Black and Appalachian.

Methods: Representatives of Chicago State University, the Mayor's Office for Senior Citizens and Handicapped, the Education Network for Older Adults, and Operation Able (employment resource for the elderly) suggested several programs to be implemented in the three community sites. Workshops were planned in health, social service, nutrition, recreation, and education. Workshops held on the CSU campus, intended primarily for staff and agency workers, were conducted by specialists in the subject area. Workshops held in the community sites were conducted by CSU staff personnel and agency workers who attended the CSU workshops. Community workshops were scheduled for one to two hours per session and four to eight sessions for each subject area. During each community workshop, media representatives were invited to see the participation of the senior citizens.

Institutionalization, Spin Offs, Future Plans: CSU commitment to the project included the following departments: College of Nursing, Psychology, Allied Health, Continuing Education, the Graduate School, and the Division of Research and Development. The in-kind contribution of CSU provided the Psychology Dept. an opportunity to develop, package, and deliver a series of educational and interpersonal training sessions for counselors, peer counselors, and discussion leaders to work with the elderly. The involvement of Allied Health and Nursing with the other departments was a basis for the development of a gerontology sequence as a curriculum innovation.

Materials Developed: Since this is a new project and the sessions are only partially completed, the materials now in the suggestion stage are to be developed: a newsletter, a how-to-do-it manual, and a gerontology sequence for undergraduates.

Project Director: Thomas F. Brady

Title Director

Address 95th Street and King Drive
Chicago, IL

Department Continuing Education of the Graduate School

Institution Chicago State University

Title I HEA State Administrator Jacob Jennings, Jr., Illinois Board of Higher Education - ILLINOIS

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Work Shop for Administrators of Senior Citizen Activities and Facilities

Project Duration: 1977-78

Participants: People working with senior citizens

Number Served:

Project Summary: The project provided the educational opportunity and scholarship that resulted in an increased effectiveness to perform the multifunctions of an administrator aware of the proper use of available resources, human and financial, to achieve and advance better services to senior citizens. The results should be the exercise of improved financial, social, and psychological leadership of the activity and/or facility by better use of all resources.

Methods: Twenty-five two-hour class sessions were conducted for 26 administrators with total membership of some 20,000 senior citizens. Five sessions contained instruction in the role of an administrator. Ten sessions embraced the role of the individual in society. The final session included review, summation, an evaluation, and an introduction to successful fund raising.

Institutionalization, Spin Offs, Future Plans: The program, per se will not be continued by the university. The university does extend to senior citizens the privilege of enrolling in undergraduate courses of their choice with total remission of tuition and fees. There is a decided reinforcement of relationships within the community and a possible county exchange of assistance because of the relationship made in class.

Materials Developed: Each student was provided with copies of lecture notes and personal copies of the following textbooks: *Reading in Management and New Frontiers, Accounting for Business Decisions, Small Groups*, and *Self in Society*.

Project Director: James L. Holstein

Title Director of Continuing Education

Department Continuing Education

Address Villanova, PA 19085

Institution Villanova University

Title I HEA State Administrator Harry W. Riemer, Pennsylvania Department of Education - PENNSYLVANIA

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Community Service Programs for Senior Adults **Project Duration:** 7/1/77-6/30/78

Participants: Older adults **Number Served:** 1,500

Project Summary: People over 60 constitute Arizona's fastest growing population segment but are among the least served. In rural Pinal County, this project helped older citizens improve self-images, set goals and commit themselves to meaningful activities, volunteerism, and supplementing incomes. Because of prohibitive distances, activities were conducted in mobile home parks, in Title VII nutrition centers, and in other centers accessible to seniors. Central Arizona College (CAC) coordinated efforts of other agencies to help demonstrate how older citizens can use their talents, energies, and wisdom to benefit themselves and their communities.

Methods: Based on needs assessments by the college senior adult advisory board, three types of programs were implemented in 24 centers: (1) How to Grow Older Better workshops, (2) credit courses ranging from 16 to 48 class hours, and (3) noncredit classes from 4 to 10 weeks. Older instructors were used whenever possible and senior adult aides made arrangements for workshops, assisted instructors, and helped with evaluation.

Institutionalization, Spin Offs, Future Plans: Because of the success of the project, it was institutionalized the successive year. But since educational costs are increasing and there is no state reimbursement for noncredit activities (which senior adults prefer), external funding will again have to be pursued. Efforts are being made to make buildings more accessible to the elderly and handicapped. Greater cooperation among service providers for the elderly is proposed. College counselors will go to senior centers.

Materials Developed: A master reference book on mobile home parks and their older residents was developed along with a number of forms for doing needs evaluations, promotional flyers, publicity which can be reproduced, and a statement of "Factors Conducive to a Favorable Learning Environment for Instructors/Leaders Working with Senior Adults." Curriculum materials were developed in several workshops in the absence of textbooks.

Project Director: Dorothy E. Powell

Title Coordinator, Senior Adult Programs *Department* Community Services

Address Woodruff at Overfield Roads
Coolidge, AZ 85228

Institution, Pinal County Community College District--Central Arizona College

Title I HEA State Administrator Richard R. Erbschole, Commission for Postsecondary Education - ARIZONA

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Techniques for Human Service Workers Dealing with Terminal Illness, Death and Bereavement

Project Duration: 12 months

Participants: Professional and paraprofessionals who serve the elderly and other affected populations in Georgia

Number Served: 875

Project Summary: The goal of the project is enhancing the skills and performance capabilities of persons in human service positions who serve the elderly, terminally ill, and those families facing the problems of illness, death, grief, and bereavement in three counties of eastern Georgia.

Methods: Through 15 workshops, specific occupational skills for dealing with the problems of death, grief, and bereavement will be provided to those professionals and paraprofessionals who serve those members of the general population affected by these issues. Additionally, a series of three regional seminars will provide a general forum for addressing these occupational concerns and developing strategies to effectively meet the needs of the affected groups.

Institutionalization, Spin Offs, Future Plans: Georgia Southern College has developed an institutionally supported program on death education and research, Project Thanatos. It has incorporated a new course into the curriculum and has initiated several new public service projects relating to death and dying. Agencies have begun their own in-service training programs and local communities are developing special information-sharing activities.

Materials Developed: Program materials concerning attitude awareness and sensitization, value clarification, and need recognition of those in grief, and funeral planning guidelines have been prepared.

Project Director: Larry A. Platt
Charlene R. Black

Title Associate Professors

Department Sociology/Anthropology

Address L. B. Box 8051
Statesboro, GA 30458

Institution Georgia Southern College

Title I HEA State Administrator George Brooks, Postsecondary Education Commission - GEORGIA

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Conference on Aging **Project Duration:** 1977-78

Participants: Older citizens **Number Served:**

Project Summary: In this project, Saint Mary College joins the Institute of the Sisters of Charity of Leavenworth in an effort to deal with the community problem of serving the aging population effectively. The aged population in American society is increasing rapidly. Societal resources must be available to this growing population group. In Leavenworth, Kansas, the Community Development Office shows that the population of elderly citizens will increase from 3,121 in 1974 to 3,853 in 1980. Community adaptation is necessary. In response to this need, a conference on aging was planned for the professionals and citizens of the immediate areas.

Methods: The conference on aging was designed to meet the needs of faculties of higher education institutions; health, education and welfare professionals; citizens, and particularly the elderly in the Leavenworth/Kansas City vicinity. The conference was three days in length with general content sessions covering an overview of aging, myths of aging, social policy affecting aging citizens, and services to aging citizens. Workshops followed general sessions and featured such topics as ethical issues on aging, alternatives to institutionalization , institutional care for the frail elderly, life enrichment for the elderly, and legislative process in behalf of the elderly.

Institutionalization, Spin Offs, Future Plans: Several changes occurred on the college campus as a result of a heightened awareness of the needs of the elderly and those who provide services to the elderly. In the 1977-78 academic year, Saint Mary initiated a tuition policy which offers reduced tuition to women over 59 years of age. In the 1978-79 academic year, two courses in gerontology will be taught for the first time. These courses will be taught in the January interim and spring semester of 1979. A planned spin-off included a July workshop on aging offered during the 1978 summer session at Saint Mary. Approximately 130 participants attended this workshop.

Materials Developed: No new materials were developed that are available for distribution.

Project Director: Sister Constance Phelps

Title Assistant Professor *Department* Sociology

Address Leavenworth, KS 66048 *Institution* Saint Mary College

Title I HEA State Administrator Gene Kasper, Board of Regents - KANSAS

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Extending Continuing Education to the Elderly Homebound

Project Duration: 8/1/78-7/31/79

Participants: Social agencies, senior citizens, homebound elderly, media representatives

Number Served: 1,320

Project Summary: A consortium of four educational institutions, including a university, two community colleges, and a four-year college located in four of New York State's urban areas, in collaboration with a number of social agencies, is bringing a program of continuing education to elderly shut-ins living largely in inner-city low-income areas. The project will serve as a model that will enrich the lives of the homebound elderly, help to maintain them in their home environment, and can be replicated in other urban areas.

Methods: The program includes 24 nine-week courses. Fifteen to 25 senior teaching aides (STA's) attended two-hour classes once a week. During the same week, each STA visited and shared the course with a homebound older adult. Each course relied on television programs which the homebound, STA, and teacher watched. The content of the program was used for discussion and analysis by the class of STA's and later by individual STA's and their homebound student clients.

Institutionalization, Spin Offs, Future Plans: To establish linkages between educational institutions and social agencies in order to enrich and extend the delivery of services to the homebound elderly. New York City Community College has applied for refunding of the Homebound Program under Title I of the Higher Education Act for 1979-80. If refunded, the project will introduce courses for the homebound in rural settings and will also train STA's to be advocates for the homebound.

Materials Developed: A manual containing information on reaching the homebound and working with social agencies. The manual will be available to other colleges, universities, and social agencies.

Project Director: Peter Oppenheimer
Joan Delaloye

Title Project Director
Program Coordinator

Address 300 Jay Street
Brooklyn, NY 11201

Department Division of Continuing Education

Institution New York City Community College

Title I HEA State Administrator Robert E. Williams, Regents of the University - NEW YORK

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Foundations for a Statewide Model for Aging Education in Michigan

Project Duration: 10/1/77-9/30/79

Participants: Older adults, community college staff, community organizations, and general viewing public

Number Served: 1500 plus undetermined number of TV viewers

Project Summary: The purpose of the project is to establish a foundation for a statewide model for aging education through the identification and mobilization of educational resources, especially through community colleges. Project staff and institutions perform a clearinghouse/resource-sharing/information-dissemination function relative to promotion of aging education policies and programs. During the 1978-79 year a video component has been added that will develop model formats and distribution systems for aging education information.

Methods: Staff of three community colleges--Grand Rapids Junior College, C.S. Mott Community College, and Lansing Community College--are coordinating the project, which has a goal of reaching out to all interested colleges and others in the aging network. The Center for Aging Education at Lansing Community College publishes *Aging Education News* on a monthly basis for state and national distribution, and acts as a clearinghouse for program information and gerontology resources. Four to six videotapes on topics of significance to older adults and service providers will be produced, with involvement of older persons in planning; formats and delivery systems will be varied so that recommendations can be made to others interested in such development.

Institutionalization, Spin Offs, Future Plans: As a result of discussions in the previous project year, staff are continuing to work closely with the Michigan Department of Education and the Michigan Office of Services to the Aging to develop a workable model for aging education. Curricula which were outlined in the previous year are now part of the institution's two-year degree offerings. Future plans include efforts toward increased cooperative efforts.

Materials Developed:

Interests and Directions in Aging Education: A Survey of Capabilities, Interests and Needs Among Twenty-Nine Community Colleges and Five Four-Year College and Universities in Michigan (September 1978)

Outline and course descriptions for a specialty option in gerontology as part of a two-year Associate Degree in Human Services

Aging Education News will be published monthly beginning December 1978. Back issues and/or new subscriptions free upon request.

Project Director:
Ms. Ellen Newmyer Sullivan

Title Program Director, Center for Aging Education

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Lansing, MI 48901

Dr. Lee Thornton
Department Program Director
Media Technology
Institution Lansing Community College
419 North Capitol Avenue,
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Lansing, MI 48901

Title I HEA State Administrator Richard J. Smith, State Department of Education - MICHIGAN

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Adult Life Cycle Workshops and Trainer/Participant Manuals

Project Duration: 1977-78

Participants: Adult educators and counselors

Number Served:

Project Summary: Adults predictably experience stress (the nation's number one health problem) in managing adult life-cycle change. Adult education workshops to teach adults about adult life stages, the tasks to be done in each, and the coping behaviors to handle change without undue stress are needed especially in Kansas where in 1980 the median age is projected to be 32.5. With half the population well into adulthood, Kansas adult educators and counselors need to be able to help Kansas adults live the latter half of their lives in ways that are personally satisfying and socially productive. This requires preparation for the various adult life stages and skills in managing life crisis change.

Methods: A series of one-day training workshops covering adult life-cycle change, stress management, and midlife was held for adult educators and counselors in Colby, Garden City, Salina, Topeka, Atchison, and Fort Scott, communities drawing populations from urban, suburban, and rural settings. Composite trainer/participant manuals were developed to further assist the 180 adult educator and counselor participants to replicate the workshop series in their local institutions and communities. Work objectives include: acquainting participants with knowledge about adult life-cycle change; teaching how to use midlife as an example of a life crisis requiring understanding and creative response; enabling participants to replicate the workshops locally.

Institutionalization, Spin Offs, Future Plans: Workshops and course offerings have developed within the continuing education programs at Fort Scott, Colby Community College, Kansas City Kan. Community College, and Johnson Co. Community College. Unexpected spin-offs have come through consultantships and workshops conducted by Dr. McCoy, Dr. Lichtenberg, and Mrs. Ryan for the Div. of Continuing Ed., Univ. of Nebraska; Mental Health Centers; Topeka YWCA; Assoc. of Counselor Educators and Supervisors; Univ. of Wis. System; and No. Ill. Univ. Presentations about the project were given at national conventions of several associations and articles have been in NUEA's *Continuum* and AEA's *Lifelong Learning*.

Materials Developed: A 250-page Adult Life Cycle Training Manual/Reader was developed. It is divided into three sections, each a complete unit, to be used as a basis for a one-day workshop or as programming three independent workshops: (1) growth and change over the adult life cycle; (2) midlife as an example of a critical life stage; (3) stress accompanying life change. Detailed directions, human relations exercises, charts, and profiles were included to supplement the group presentations. Also included were stress management techniques, related supplementary readings, illustrative materials, and bibliographies. The manuals were prepared for dissemination to participants.

Project Director: Dr. Vivian Rogers McCoy

Title Director, Adult Life Resource Center

Department Division of Continuing Education

Address Lawrence, KS 66045

Institution University of Kansas

Title I HEA State Administrator Gene Kasper, Board of Regents - KANSAS

Project Title: Continuing Education Workshops on Selected Problems on Aging **Project Duration:** 1977-78

Participants: Groups interested in the subject of aging **Number Served:** 200

Project Summary: The College of Home Economics, the University of Kentucky Council on Aging, and the Sanders-Brown Kentucky Research Center on Aging sponsored seven seminar workshops in seven different locations in Kentucky to deal with the problems of older persons relating to nutrition, housing, social and psychological alienation, consumer education, and functional disabilities.

Methods: Workshops were conducted using consultants both live and on studio-developed videotape. There was a formal presentation on each of the five subject matter areas followed by a general discussion.

Institutionalization, Spin Offs, Future Plans: The materials will be used by adult classes in the College of Home Economics. The videotapes are available for loan to other units on campus and the Extension Service of the U.S.D.A.

Materials Developed:

Five studio-developed videotapes
Printed handout materials for each of the five subject matter areas

Project Director: Dr. Marjorie Stewart

Title Dean

Department College of Home Economics

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107 Erikson Hall
University of Kentucky
Lexington, KY

Institution University of Kentucky

Title I HEA State Administrator Dale Chapman, University of Kentucky - KENTUCKY

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title:	Project on Aging: Paraprofessional Training	**Project Duration:**	1977-78
Participants:	Paraprofessionals working with the aged	**Number Served:**	57

Project Summary: The purpose of the program was to identify information needed by the paraprofessional who works with the aged, to develop an instructional text, and to offer a course of study covering psycho-social information on the aged.

Methods: A comprehensive list of all public and private organizations serving the aged in Kentucky was developed. Structured interviews were conducted with over 100 elderly people to identify information useful for paraprofessional training. Questionnaires were sent to all agencies which employed paraprofessionals seeking information about responsibilities and knowledge of the aged. A text was developed and workshops were conducted for paraprofessionals with this information. An evaluation of each session was completed by the participants.

Institutionalization, Spin Offs, Future Plans: Many of the participants requested further workshops on aging to help them in their jobs. A course on adult life and aging has been developed by the Department of Psychology and will be offered the next academic year. Other faculty have shown increased interest in the field, and action-oriented research is anticipated.

Materials Developed:

A self-paced instructional text (170 pages) entitled *Sixty-Five and Beyond: Aging and Old Age*

A likert-type, statistically analyzed questionnaire on gerontology knowledge and attitude toward aging

A structuredinterview developed to obtain information from the aged population concerning needs, attitudes, and social perceptions

A 100-item test on aging

Project Director: John O'Connor

Title	Head, Department of Psychology	*Department*	Psychology
Address	Bowling Green, KY 42101	*Institution*	Western Kentucky University

Title I HEA State Administrator Dale Chapman, University of Kentucky - KENTUCKY

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: The Older American--Lifelong Learning **Project Duration:** 7/1/77-8/1/78

Participants: Elderly **Number Served:** 1,000

Project Summary: This project was developed and implemented by a four-institution consortium consisting of three community colleges and a state-owned college. The cooperative working agreement has led to a number of spin offs. The general objective of this program was to develop an increased sensitivity to the educational needs and services of older Americans. Each of the involved institutions has used those college resources, community agencies, and organizations which are appropriate to solve the problem.

Methods: Each of the institutions integrated units of study concerning aging and older Americans throughout the various curricula offered at the colleges to help faculty and students understand the process of aging. The programs attempted to help professionals and nonprofessionals in the community understand the needs and services required by older adults and also attempted to provide immediately needed educational services to help older Americans sustain themselves in today's economy, enrich their lives, and develop themselves personally.

Institutionalization, Spin Offs, Future Plans: It was not possible to continue this project without outside funding because of the service nature of the program. The working arrangement between the colleges has led to a continuance of the relationship for additional programs and projects. In addition, it has been considerably helpful in furthering the articulation process for a number of students between the community colleges and the four-year state institution.

Materials Developed: None

Project Director: Thomas C. Feeney, Jr.

Title Dean of Academic Affairs *Department*

Address Blue Bell, PA 19422 *Institution* Montgomery Co. Community College

Title I HEA State Administrator Harry W. Riemer, Department of Education - PENNSYLVANIA

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Elderly Political Participation Training Program

Project Duration: 1977-78

Participants: Elderly citizens of Arizona

Number Served: 954

Project Summary: The project focused on educating elderly citizens of Arizona in the political processes used by various government units throughout the state in order that the ideas and concerns of the elderly receive proper consideration in the decision-making processes of government. The elderly developed better awareness and understanding of the political processes which affect their lives. Particular emphasis was placed on how the various governmental units operate and how citizens may participate directly in order to assure that their ideas and concerns may be properly addressed.

Methods: One- and two-day governmental seminars covering topics such as Arizona Legislature and state legislative process, state budgeting and appropriations process, political campaigning and lobbying, Arizona state government, county government in Arizona, parliamentary procedure, and the Arizona judicial systems were conducted by politically experienced faculty members of the University of Arizona, legislators, and government agency directors. Special programs on government designed specifically for the elderly were held. The elderly also participated in other community service conferences on consumer protection and retirement politics.

Institutionalization, Spin Offs, Future Plans: As a result of the program, Community Services has been counseling elderly leaders on a nonpartisan basis on political impact. Expansion is being requested because of the growing requests for more programs to be conducted at the elderly centers. Our program has encouraged and promoted the elderly in their living experiences. University personnel have been invited to become involved in the planning and participate in the programs that elderly groups are organizing to keep themselves informed.

Materials Developed: Specific materials to aid in the understanding of the topic of the seminar, workshop, or conference are distributed at the meetings.

Project Director: Raymond Everett

Title Assistant Director

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Community Services Center
1717 E. Speedway No. 3205
Tucson, AZ 85719

Department Continuing Education

Institution University of Arizona

Title I HEA State Administrator Richard R. Erbschloe, Commission for Postsecondary Education - ARIZONA

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Gerokinesiatrics: Physical Fitness for the Elderly

Project Duration: 1977-1978

Participants: Nursing home personnel, senior citizen center, directors, senior citizens

Number Served: 250

Project Summary: This program consisted of three phases. The purpose of the first phase was to develop a model physical fitness program that could be used with senior citizens. The second phase was to determine if this physical fitness program could effectively be used with senior citizens, and the third phase was to teach people who work with senior citizens how to use the program.

Methods: Dr. Martin Johnson, Mayville State College, developed the model program with the assistance of Susan Schulz. Five nursing homes and one senior citizen center were visited several times a week for six months. During these visits, exercise programs were set up and participation was recorded. Two workshops were held. One emphasized the history and reasons for fitness. The other covered methods and specific exercises for achieving fitness. Ways in which a physical fitness program could be introduced to a nursing home or senior citizens center were also introduced.

Institutionalization, Spin Offs, Future Plans: Exercise programs were developed at five nursing homes and one senior citizen center. Participation was high. Cooperation from doctors, staff, and administration was very good. Because of insufficient training provided by this project to nursing home personnel, continuation of the program is unsure. As a result of this program, a new course in gerokinesiatrics was added to the physical education curriculum. Some of our physical education majors worked on the exercise program with senior citizens.

Materials Developed: An exercise booklet, *Let's Get Moving*, was developed and is available for distribution.

Project Director: Dr. Dennis Kost

Title	Chairman	*Department*	Education Department
Address	Mayville, ND 58257	*Institution*	Mayville State College

Title I HEA State Administrator Orlo A. Sundre, Board of Higher Education - NORTH DAKOTA

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Art and Art Education Classes for Persons Who Work With the Elderly

Project Duration: 8/78-3/79

Participants: Gerontology professionals and elderly art students

Number Served: 24 gerontology professionals 2,000-3,000 elderly art students and their teachers statewide

Project Summary:

Persons who work with the elderly were trained to teach art classes in pottery/ceramics or drawing/painting through special classes and the statewide distribution of an art projects booklet.

Methods: The project reached 24 persons who work with the elderly at such diverse sites as nursing homes, public and private highrise housing, nutrition centers, and city and county recreation centers. They attended six hours of class a week for six weeks studying either pottery or painting and its use with the elderly. They consulted extensively with the project director and teachers about materials appropriate for their group and about setting up or improving classes offered at their site. Class-written handouts and other class materials are currently being evaluated and revised. They will be published in a handbook for teaching art to the elderly, which will be distributed statewide within a few months, potentially reaching 2,000 to 3,000 elderly art students and their teachers.

Institutionalization, Spin Offs, Future Plans: Although longer-range evaluation of the project has just begun, participants following the classes rated most of the class activities as potentially useful and intended to use the materials in working with the elderly on their job or in their volunteer work. New classes in painting or pottery for the elderly were begun as a result of the project, but complete data are not yet available. This report is being submitted January 3, 1979.

Materials Developed: Over 30 pages of mimeographed handouts describing teaching strategies, lesson-planning procedures, and art activities were distributed to participants in the two classes. Lists of books and supply houses were also distributed and discussed. *A Handbook on Teaching Art to the Elderly* was developed with publication and distribution forthcoming, Spring, 1979.

Project Director: Dr. Jean Ellen Jones

Title Assistant Professor

Department Art Department

Address University Plaza, Atlanta, GA 30303

Institution Georgia State University

Title I HEA State Administrator George Brooks, University of Georgia - GEORGIA

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Shared Experiences by Senior Citizen Musicians With Patients and Confined Individuals in Hospitals, Old Age, and Senior Homes in the New York City Area

Project Duration: 1977-78

Participants: Adult, nonprofessional instrumentalists either retired or engaged in some nonrelated business

Number Served: 30 + 400

Project Summary: Aware of a great interest by adults who have studied instruments some time in their youth but who have not had sufficient opportunity to prepare for performance experiences, the Manhattan School of Music created its adult chamber music coaching class. We found the level of playing quite good and decided to offer the services of a number of our groups to homes for the aged, or hospitals and similar institutions. We found a ready response from these agencies for our programs. Our group consists of approximately 30 adults who come weekly for practice and coaching. We have formed several quartets, quintets, and trios and are formulating a varied program for each playing engagement. Thus, a typical program features a string group, a wind ensemble, and perhaps a piano.

Methods: We have four regular coaches and several assistant/player coaches. The latter supplement groups, or fill out groups, where necessary. Each coach is responsible for the preparation of two or three ensemble groups. Contact was made with the institutions through a circular letter announcing the service and requesting responses. We have "contracted" for six programs, as of present.

Institutionalization, Spin Offs, Future Plans: We have learned a good deal about the problems of grouping, rehearsing, and encouraging professional commitment to performing. Our participants are being encouraged to maintain a professional attitude toward fulfillment of responsibilities. We intend to continue the program here at Manhattan School of Music and to inform the music education institutions of our program and the possibilities for service through an article in preparation to be submitted to the music media.

Materials Developed: No formal outline or course brochure has been prepared. Students have used standard chamber ensemble materials.

Project Director: David Greitzer

Title Director of Summer/Extension Division

Department Extension Division

Address Manhattan School of Music
120 Claremont Ave.
New York, NY 10027

Institution Manhattan School of Music

Title I HEA State Administrator Charles F. Graber, State Education Department - NEW YORK

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Developing Champions for the Elderly

Project Duration: 12 months

Participants: Professionals and paraprofessionals who serve the elderly and older adult population leaders

Number Served: 960 program participants

Project Summary: The activity will enhance the occupational skills of professionals and paraprofessionals who are involved with the elderly populations of southeast Georgia and who are the "champions" of their cause. By providing essential knowledge and improving skills, the project will assist community leaders in identifying a strategy for programs to serve older persons.

Methods: Through a series of nine to twelve skill-improvement clinics and three regional seminars, the project staff will enhance the skill capabilities of professionals who serve the elderly and commit leaders who aid in meeting the needs of the elderly. Each clinic will focus on a narrow special skill area unique to the different occupational areas within the target audience. The seminar will address the general service needs of the target group within a multicounty region.

Institutionalization, Spin Offs, Future Plans: New courses are being incorporated into the curriculum, new public service projects are being developed within the institution, new councils on aging are being explored in the community, and new personnel training efforts are being initiated in the agency audience.

Materials Developed: Program materials concerning attitude sensitization, need recognition skills, and comprehensive planning approaches have been developed.

Project Director: Larry A. Platt

Title Associate Professor

Department Sociology/Anthropology

Address Sociology/Anthropology
L. B. Box 8051, Statesboro, GA

Institution Georgia Southern College

Title I HEA State Administrator George Brooks, University of Georgia - GEORGIA

Project Title: Educational Assistance to Agencies/Groups Serving the Older Citizens of Harlan County **Project Duration:** 1977-78

Participants: Agency personnel giving direct service to the elderly; church ministers and counseling personnel **Number Served:** 150

Project Summary: The purpose of the program was to provide educational and technical assistance to two target groups serving more than 4,000 persons, 65 years of age and over, living in Harlan County. For target group I, the program was designed to help develop (1) an interagency communication bridge; (2) a bank of resource materials; (3) an organized volunteer service; and (4) a formalized plan for obtaining input from the elderly on program development and prioritizing. For target group II, the primary objective was to increase the knowledge and skills in counseling on death and dying.

Methods: Workshops/seminars on the following:
Nutrition--18 hours of intensive training in nutrition and consumer buying
Recreation--18 hours training in rhythm and movement for the elderly
Crisis Illness Counseling--sessions on counseling the terminally ill and their families
Effective Communication--training in interagency communication as well as communication with the elderly served by agency personnel

Institutionalization, Spin Offs, Future Plans: Due to the Title I grant, the County Committee on Aging, as a self-determining group, was reestablished. Also, the Community Services and ALCOR programs at Southeast Community College have begun to offer direct services and programs to the elderly. Southeast will continue to offer these services. Plans are also being made to provide additional training to agency personnel working with the elderly in Harlan County.

Materials Developed: The project produced a directory of the agencies in the county which serve the elderly, with a description of those services, locations, telephone numbers, and other pertinent information about the agency. Attached to the directory is a bibliography of all print and media materials added to the Southeast Community College library and available to the agencies.

Project Director: Honor M. Murphy

Title Coordinator, Title I

Address
Southeast Community College
Cumberland, KY 40823

Department Continuing Education/Community Services

Institution Southeast Community College

Title I HEA State Administrator Dale Chapman, University of Kentucky - KENTUCKY

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Focus on Aging

Project Duration: 1977-78

Participants: Senior citizens of northern Kentucky and community leaders

Number Served: 525

Project Summary: Our project offered an enrichment program for older persons designed (1) to further their mental, personal, and intellectual growth, and (2) to provide companionship so that they didn't feel lost and alone. Periodic newsletters about geriatric activities in northern Kentucky were put out by the university. Thus far this program has reached approximately 275 interested seniors. The gerontology workshops aimed at paraprofessional and professional staff workers with the elderly have reached another 260 citizens.

Methods: One newsletter is mailed each semester. There are two days set aside each week for special classes. On Tuesday a lecture series is offered from 1 to 3 P.M. This schedule is set up with the help of our seniors, as are the planning and execution of special events. Each Thursday morning arts and crafts instruction is provided by a CETA worker and our senior instructors. Thursday afternoon the seniors watch educational movies or travelogues.

Institutionalization, Spin Offs, Future Plans: This program has enabled us to interest the university as a whole in senior citizens. We have had three workshops thus far and three more are scheduled for the future. Target groups for these later workshops will be (1) the clergy; (2) nutritional site directors, senior citizen center directors and housing project managers; and (3) aging planners and local industry executives.

Materials Developed: Handouts on various subjects: (1) energy conservation, (2) employment, (3) hearing problems, and (4) legal aid. A slide presentation on senior activities at Northern Kentucky University is in the making. Presently we are preparing a booklet entitled *Types of Assistance Offered Locally, Where to Go--For What Type Help.*

Project Director: Dr. Jane M. Dotson, Ph.D.

Title Director, Human Services Department

Department Human Services

Address Highland Heights, KY 41076

Institution Northern Kentucky University

Title I HEA State Administrator Dale Chapman, University of Kentucky - KENTUCKY

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Project on Aging

Project Duration: 30 students

Participants: Faculty and students; senior citizens

Number Served: 700 older persons

Project Summary: This project consisted of (1) educating faculty in gerontology, (2) emphasizing gerontology in the associate of arts degree for students (especially paraprofessionals working in the fields), and (3) educating in a nontraditional way OPAC participants in arts and crafts and health and consumer education. These were all accomplished and the community at large was informed of the new opportunities.

Methods: Direct services were provided for OPAC participants. Faculty members conducted educational programs, and in-service for the faculty was provided. Two courses with academic credit were offered for college students and interested paraprofessionals.

Institutionalization, Spin Offs, Future Plans: The college catalog reflects the new courses and changed emphasis for the associate of arts degree in human services. The community is aware of the emphasis in gerontology and the tremendous change in the opportunities for older persons as a result of the college cooperating with the Older American Act activities.

Materials Developed: None

Project Director: Joan Stivers

Title Director

Department Humanities

Address
Community Services
Sue Bennett College
London, KY 40741

Institution Sue Bennett College

Title I HEA State Administrator Dale Chapman, University of Kentucky - KENTUCKY

Community Service & Continuing Education A Higher Education Act, Title I Program Abstract

Project Title: Security Seminar for the Elderly

Project Duration: 9/1/77-6/30/78

Participants: Senior citizen agency staff and senior citizens

Number Served: 50

Project Summary: The project helped understand the nature of crime against the elderly and provided techniques for helping the elderly deal with the problem by reducing fear, withdrawal, and alienation.

Methods: A series of seven workshops was conducted on such topics as managing victimization, characteristics of the offenders and home security. A training manual was prepared for the participants. A security handbook for senior citizens was completed for the senior citizen organizations and elderly persons. Members of the project were interviewed by various TV stations, and project staff members also appeared on special TV and radio shows to discuss the project.

Institutionalization, Spin Offs, Future Plans: All activities of the project were videotaped and will be used in several courses. The university will be starting a new security management program for those interested in the security field. Part of this elderly project will be developed as a course for the new program. The participants have formed an organization--the Senior Security Council of Greater New Haven. The objectives of the organization are to reduce fear of crime against the elderly, decrease the incidence of such crime, and improve the delivery of law enforcement and judicial service to the elderly.

Materials Developed: A workshop training manual prepared by the project staff covering a variety of subjects such as nature of crime against the elderly, managing victimization, and community resources. *Security Handbook for Senior Citizens* was compiled by the project staff. One hundred copies were printed and distributed to workshop participants and individual senior citizens. A second printing is planned.

Project Director: Dr. Henry C. Lee

Title Director

Department Forensic Science Program

Address West Haven, CT 06516

Institution University of New Haven

Title I HEA State Administrator Phyllis Lary, Board of Higher Education - CONNECTICUT

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Watershed to Implement Senior Expertise **Project Duration:** 1977

Participants: Elderly statewide (senior citizens) **Number Served:** 68

Project Summary: The project aim was to bring together two aspects of the elderly situation (1) the resources established to assist older Vermont citizens and (2) to assess the talents, skills, and life experiences of the older Americans in the area and to utilize these assets effectively in their home communities, while at the same time bolstering their self-image in respect to their own capabilities and worth to the community. Two aspects were stressed: (1) the study of state and federal legislation for older Americans with special emphasis on the Older American Act and (2) "Vermont's Oral History is You" program--a recording of Vermont history as experienced by the participants.

Methods: Senior citizens were identified through the local AARP and Meals on Wheels. They were brought together for a two-week seminar on the Johnson State Campus during the summer. Follow-up meetings were held year-round.

Institutionalization, Spin Offs, Future Plans: The program was one of the most effective activities to promote communication, understanding, and appreciation between the college and the general populace. The Social Science Division offered three academic credits for the residency program. Students in the Human Services "major" program had an opportunity to see the operation of a program for the elderly in which the participants assumed much responsibility. The "Senior Pass" program formulated a spin-off by JSC and CCF to make the educational services of the two colleges available free of charge to these participants.

Materials Developed: A detailed paper representing the needs of the elderly and proposals to achieve these needs within the Older American Act and by other legislation was prepared and printed. Copies are available upon request. In addition, a compilation of the oral histories as told by participants is in production.

Project Director: Ken Raymond

Title Director, WISE Program *Department* Continuous Studies

Address Johnson State College
Johnson, VT 05652
Institution Johnson State College

Title I HEA State Administrator Kathleen Trzaskos, University of Vermont - VERMONT

Project Title: Special Demonstration Project--Region II **Project Duration:** 6/15/77-5/31/78

Participants: 13 older adults **Number Served:** 385

Project Summary: The project was designed, in cooperation with other institutions of higher education, to survey and identify adult learner needs and barriers preventing satisfaction of those needs. This regional (Washington County) part of the project was identical in its design to other regions in Maine and, as a result, formed a part of a statewide report. A second part of the project dealt with a survey of Washington County employers, assessing their educational needs for employees.

Methods: Personal interviews and mail questionnaires were utilized during summer and fall 1977. Data was collated, analyzed, and subsequent reports written.

Institutionalization, Spin Offs, Future Plans: Survey results have enabled us to plan courses and programs to better meet the needs and overcome existing barriers. UMM's public service function will be strengthened through a better yield from limited university funds.

Materials Developed:

The Demand for Adult Education in Maine: Washington County
Continuing Education in Washington County: Employer's Perspectives
Highlights of the Washington County Report: The Demand for Adult Education in Maine

Project Director: Kenneth H. Walker

Title Director
Address O'Brien Avenue
Machias, ME 04654

Department Continuing Education/ Summer Session
Institution University of Maine at Machias

Title I HEA State Administrator Roberta Worrick, University of Maine at Orono - MAINE

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Retirement: Its Preludes and Adjustments **Project Duration:** Four months

Participants: Prospective and recent retirees, agency personnel **Number Served:** 53

Project Summary: The project provided a preretirement planning course for prospective retirees and agency personnel on the subjects of finance, leisure, health, lifestyle, and personal satisfaction. This discussion met a lack of planning programs for retirees. Working with senior citizens, the project addressed attitudes and behavior of the audience of rural elderly: deficient communication skills, a lack of self-assertiveness, and few opportunities for life enrichment and self-development. The instructor met at elderly nutrition sites and discussed these attitudes and behaviors.

Methods: In the retirement planning phase, the project consisted of a lecture, then dialogue with the participants. The methodology followed a structure outline: (1) positive attitude, (2) living with ourselves and others, (3) financial planning, (4) an alternative lifestyle, and (5) maintaining good health. In the adjustment phase, the instructor lectured, began dialogue, used role playing, and then general discussion followed. Practical situations--dealing with children, salesmen--were used.

Institutionalization, Spin Offs, Future Plans: The project improved working relationships with area planning commission personnel, and it advanced relations with area senior citizens. A follow-up project will be submitted based on assertive and passive-aggressive behavior skills in the rural elderly.

Materials Developed: None, other than course outlines

Project Director: Paula M. Bingham

Title Assistant Professor of Gerontology

Address North Georgia College
Dahlonega, GA 30533

Department Department of Social Science

Institution North Georgia College

Title I HEA State Administrator George Brooks, Postsecondary Education Commission - GEORGIA

Project Title: The Rest of Your Life: Preretirement Planning Seminars

Project Duration: 1977-78

Participants: Personnel directors and counselors

Number Served:

Project Summary: Many responsible employers have recognized one important need of their employees by providing a pension plan. Yet this covers only one aspect of the many-faceted problem of retirement preparation. Effective use of time, health and nutritional concerns, legal problems financial planning, housing, and many other subjects must be considered if people are to deal successfully with this phase of life. Adequate preparation for retirement can spell the difference between a happy, contented retirement and one filled with resentment and frustration.

Methods: Using the combined resources of the university, social services agencies, and community persons, two preretirement planning seminars for persons 50-65 years of age residing in Sedgwick, Butler, and Harvey counties were offered. In addition, two training sessions specifically designed for counselors and trainers to prepare them to start their own programs were held. Topics included financial planning, meaningful use of time, attitudes and role adjustment, legal affairs, health and safety, and housing.

Institutionalization, Spin Offs, Future Plans: Participants have developed plans to offer similar activities for personnel in businesses, industries and agencies in which they work. The project raised the level of awareness of the need for preretirement planning within the university and strengthened the cooperative relationship between the Division of Continuing Education and the University Gerontology Program.

Materials Developed:

Materials developed were specifically for the project.

Project Director: Dr. Jack T. Shannon

Title

Address Wichita, KS 67208

Department Marcus Center for Continuing Education

Institution Wichita State University

Title I HEA State Administrator Gene Kasper, Board of Regents - KANSAS

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Lifelong Education and Planning (Project LEAP) **Project Duration:** 1976-78

Participants: Individuals between the ages of 45 and 64 **Number Served:** 1,500

Project Summary: Project LEAP was conceived and developed by the College of Continuing Education and Community Service, UH at Manoa, to provide individuals between the ages of 45 and 64 with a practical, self-help method of planning their personal retirement. The intent was to reach target-group individuals through government, business, and community organizations.

Methods: Public-awareness activities: (1) A 20-minute videotape program, *Planning Your Retirement*, which was shown on cable TV and to private industry and community groups; and (2) speaking services. Workshops were conducted by the project director involving skills development for individuals who would receive direct benefits and training-the-trainer-type activities, where those individuals who participated in the workshops would service other individuals, such as members of their organization. Technical assistance to businesses and government agencies was also provided.

Institutionalization, Spin Offs, Future Plans: The skills acquired enabled the institution to assist another institution (Kauai Community College) to develop a community preretirement education program to be offered next year. The institution is recognized by the community as a valuable resource for preretirement program planning.

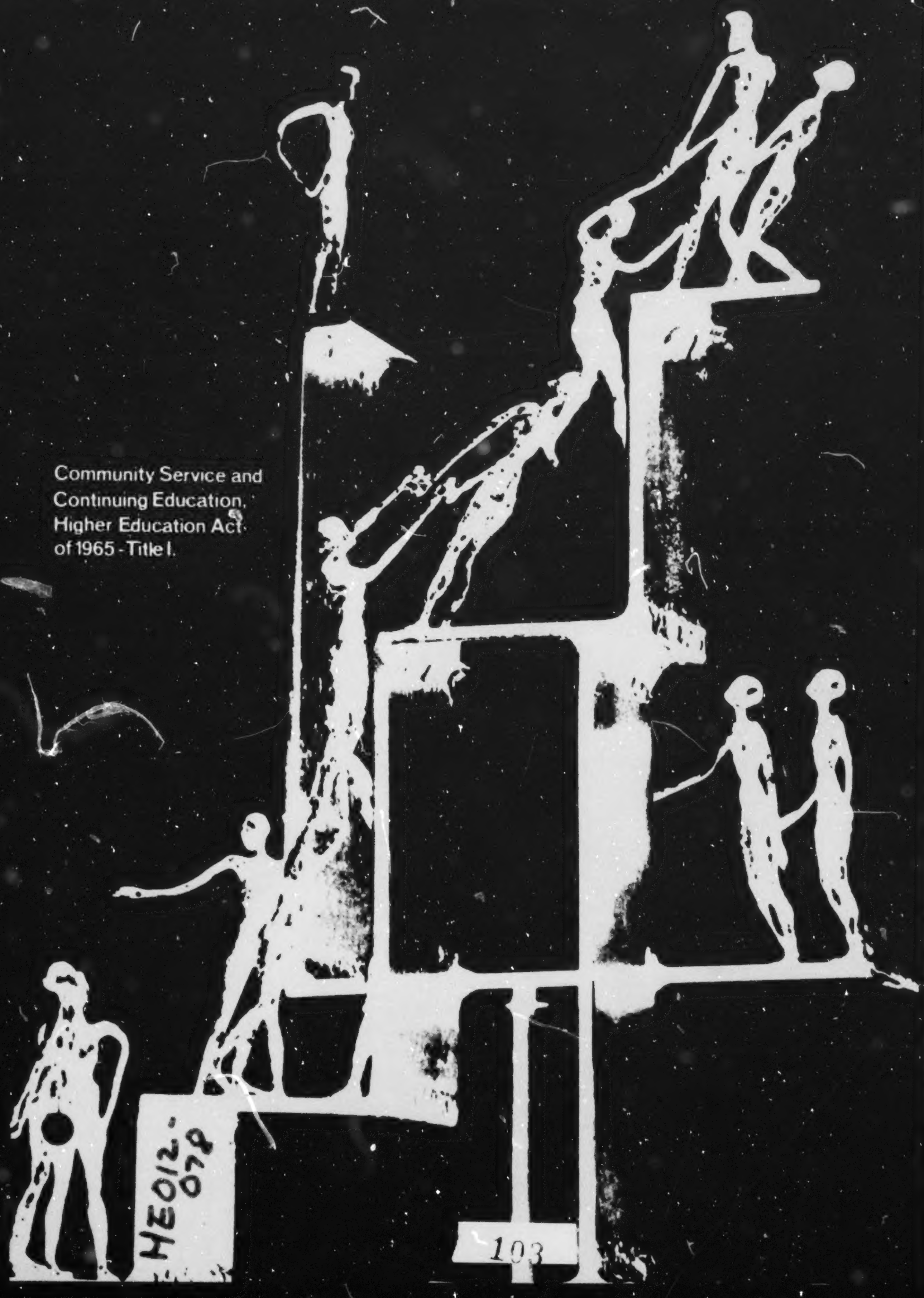
Materials Developed: Resource materials designed as teaching aids, covering such subjects as legal, planning, leisure, budgeting, and personal records organization. A 20-minute videotape program, *Planning Your Retirement*.

Project Director: Grant Murakami

Title Project Director, Title I,
Address Project LEAP
2530 Dole Street
Honolulu, HI 96822

Department College of Continuing
Institution Education and Community
Service
University of Hawaii
at Manoa

Title I HEA State Administrator Nils K. Ueki, Postsecondary Education Commission - HAWAII



Community Service and Continuing Education, Higher Education Act of 1965 - Title I.

MINORITY

HE012-078

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: People in Transition

Project Duration: 1977 -

Participants: Incarcerated, Minorities, Economically Disadvantaged, Older Adults

Number Served: 1,719

Project Summary: The project provided for four satellite career centers to offer career and educational counseling to members of the community who are unable--because of cultural, financial, or geographic reasons--to take advantage of such services at the college. Centers are staffed by trained peer counselors and are located at San Quentin Prison, the Marin County Honor Farm, La Familia de Maria, and the Maria City Multi-Service Center. Career II is designed to assist Marin County residents, aged forty and over, to enter or reenter the workforce or to change occupations.

Methods: Peer counselors received in-service training throughout the project year. thereby developing skills necessary for outreach into the community, and providing needed support, services, and referrals. Career/educational libraries were maintained at each site. The basic methodology employed was one-to-one counseling that explored the life/work experience of the individual. This was accompanied by vocational testing, skills assessment, use of career resource materials, values clarification, setting of priorities, and group seminars and workshops.

Institutionalization, Spin Offs, Future Plans: Continued funding under Title I.

Materials Developed: Two report/evaluations on Career II workshops dealing with the subject of crises for men in mid-life have proved to be excellent sources of information in an area where little information is generally available. Copies of both evaluations are available for wider dissemination.

Project Director: Jared B. Sharon

Title
Address
Assistant Dean of Instruction and
Director of Community and College
Development
College of Marin
Kentfield, CA 94904

Department

Institution College of Marin

Title I HEA State Administrator Russell L. Riese, Postsecondary Education Commission - CALIFORNIA

Project Title: Ethnic Heritage Resources for Community Education

Project Duration: 1977-78

Participants: Adults representing ethnic groups in southeastern Michigan

Number Served: 3,000

Project Summary: This project addresses the problem of community isolation that results in a lack of adequate levels of participation in the planning and development processes by culturally isolated ethnic and racial communities. The problem is compounded by limited access to resources, educational opportunities, and intercommunity communications. The objective of this project is the establishment of a framework that will be effective in facilitating the solution of community identified problems and that has the potential to continue beyond the expiration of the project resources. Community problems will be addressed through the establishment of a Detroit-based resource center utilizing both new and existing resources. Continuing education opportunities will be expanded through libraries, television, workshops, and courses.

Methods: The project activities can be divided into three areas: resource sharing, training, and information. The first activity planned is the creation of a community accessible, Detroit-based resource and referral center. The second is training in three pilot areas: in-service teacher training, health professions continuing education, and community leadership workshops directed at increasing participation in the planning and development processes. Finally, ethnic community issues can be publicized through a monthly newsletter that will be sent to approximately 3,000 persons. In addition, 35 television programs and related community education forums are being produced separately but in conjunction with this project.

Institutionalization, Spin Offs, Future Plans: This project has potential to result in a permanent institutional base for the Michigan Ethnic Heritage Studies Center. It was developed in response to a direct request from the community-based ethnic organization.

Materials Developed: A core library of reference materials and teacher-training resource kits and ethnic directories.

Project Director: William Cave

Title Professor

Department Sociology and Adult Education

Address Ann Arbor, MI 48109

Institution University of Michigan

Title I HEA State Administrator Richard J. Smith, State Department of Education - MICHIGAN

Project Title: Civic Education for Vietnamese as Prospective Citizens

Project Duration: 6/30/78-9/30/78

Participants: Blue-collar workers who were unemployed because of language problems

Number Served: 162

Project Summary: The project was a program in civic education, encompassing American history, constitution, government, and law to facilitate the assimilation of the Vietnamese into the American culture.

Methods: Credit-free courses made up of lectures covering the subjects given in summary above

Institutionalization, Spin Offs, Future Plans: Unless cost is too prohibitive for the institution, it is planned to bring the same program to the Vietnamese in a section of New Orleans not served by this program.

Materials Developed:

Project Director: Dr. Rawlein Sobrano

Title Director

Department Continuing Education

Address Our Lady of Holy Cross College
4123 Woodland Drive, New Orleans, LA 70114

Institution Our Lady of Holy Cross College

Title I HEA State Administrator Dale Thorn, Board of Regents - LOUISIANA

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Transitional English as a Second Language: A Personalized System of Instruction

Project Duration: 1977-78

Participants: Atlantic Community College's bilingual students

Number Served: 300

Project Summary: The project attempts to prepare all non-native speakers of English for successful transition into English-medium instruction in college or career programs by requiring mastery learning (90% or better on all tests). Materials strengthen not only ESL, but Spanish and math skills as well.

Methods: Personalized instruction; in-class instruction by teacher and proctors; self-pacing for mastery learning; repeated testing, lab; tutorials; specialized reading, writing, vocabulary; pronunciation work depending on students needs and goals. Variable credit system.

Institutionalization, Spin Offs, Future Plans: The materials and system will continue to be used at ACC and will be disseminated to other institutions and programs needing such a system. Personalized instruction greatly diminishes high attrition rates of bilingual students.

Materials Developed: Six study guide manuals: four covering a complete curriculum of ESL, from beginning through advanced; one a course in Spanish-writing skills, from spelling through the paragraph (for native speakers); one a review of math in English and Spanish (addition through decimals). Each manual is approximately 200 pages and has three alternate unit tests for every unit as well as three finals.

Project Director: Adele MacGowan

Title ESL Course Coordinator

Department Developmental Studies

Address Route 322, Mays Landing, NJ 08330

Institution Atlantic Community College

Title I HEA State Administrator Robert C. Holmes, Department of Higher Education - NEW JERSEY

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Career for Bilingual Adults

Project Duration: 1977-78

Participants: Bilingual Hispanic adults and bilingual Anglo adults; also returning students

Number Served: 250 directly
500 indirectly

Project Summary: The project was designed to (1) facilitate participation of Monmouth County Hispanic adults in career training programs; (2) improve the functional bilingual skills (reading and writing in Spanish and English) for both Anglo and Hispanic adults; (3) train teachers and teacher aides to function in a bilingual setting. The project involved these activities: (1) Academic-program design and implementation as well as development and implementation of courses; extension of development courses in reading, writing, and mathematics to community and extension learning centers; bilingual tutorial training program; development of language immersion weekends; (2) Service-facilitate participation of adults in programs at the college through bilingual recruitment, admissions processing, and guidance; (3) Counseling-development of program in bilingual career counseling and seminars at local community centers and bilingual diagnostic testing; (4) coordination of project activities with existing programs at the college. The project will be evaluated through pretest and posttest and in terms of participant consultants from State Department of Higher Education.

Methods:

1. Expand course offerings to community centers. Develop English and Spanish immersion weekends.
2. Offer group matriculation and registration at community centers.
3. Bilingual career counseling at community-based organizations and human development seminars at the college; implement the same at community centers.
4. Coordinate activities of this project with existing bilingual programs and career options at the college. Coordinate activities of this project with the community and community-based organizations.

Institutionalization, Spin Offs, Future Plans: All courses developed within this program will continue to be supported by the college and will continue after Title I funding. The college has already committed itself to picking up the position of the half-time learning assistant who was previously funded through Title I.

Materials Developed: (1) Photo Essay (2) Curriculum: (a) Spanish for native speakers (b) Bilingual human potential seminars (c) Conversational English (d) Introduction to bilingual and bicultural education (e) Intensify English as a second language program (3) Spanish admissions forms (4) Bilingual fliers of course offerings at the college

Project Director: Edwin Martinez

Title Bilingual Student Development Specialist

Address Brookdale Community College
Newman Springs Road
Lincroft, NJ 07738

Department Applied Humanities Institute - Student Development Specialists

Institution Brookdale Community College

Title I HEA State Administrator Robert C. Holmes, State Department of Higher Education - NEW JERSEY

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Cultural Awareness Training Project

Project Duration: 6/1/76-7/18/77

Participants: Human service workers and educators

Number Served: 200

Project Summary: Provided bilingual/bicultural training and education resources for human services personnel working with Franco-Americans. About 2/3 of the human services workers were Franco-American, and these workshops enhanced their employability. The project provided a model for more effective planning and delivery of social and educational services by local, state, and federal agencies and school systems. It brought together and promoted understanding between the dominant Anglo population and the region's French-speaking population. It developed exchange and dissemination mechanisms for approaches to bilingual and ethnic issues.

Methods: Thirteen workshops were held at mental health institutes, state agencies, schools, community action groups, and nursing homes at sites with a heavy concentration of Franco-Americans. Resource materials designed by the project staff were made available and group exercises and discussions were conducted. Workshop facilitators helped the participants design a special program of action to implement new ideas and techniques. Consultative services were conducted with a Franco-American research project in the St. John Valley, an area primarily inhabited by Franco-Americans; Eastern Regional Task Force on Alcoholism; and the Lewiston-Auburn Task Force For Human Needs.

Institutionalization, Spin Offs, Future Plans: The project contributed significantly to the bicultural awareness of the human services faculty at Bangor Community College, which has the only associate degree program in human services in Maine. Project materials have been made available to other groups and programs with an interest in bicultural affairs. Franco-American human service workers, historians, and bilingual educators are continuing to exchange Franco-American resource materials.

Materials Developed: Workshop materials for making participants aware of cultural attitudes, materials for those working with elderly Franco-Americans, and materials on Franco-American social history, language, positive and negative stereotypes, and counseling.

Project Director: Constance H. Carlson, Ph.D.

Title Academic Dean, Bangor Community College

Department Administration

Address
Bangor Hall, Bangor Community College
Bangor, ME 04401

Institution University of Maine at Orono

Title I HEA State Administrator Roberta Worrick, University of Maine at Orono - MAINE

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Health Board Training Program

Project Duration: 1977-78

Participants: Minorities and excluded individuals

Number Served: 50

Project Summary: The purpose of this program is increasing the pool of minority and excluded individuals available to serve on local health agency boards. By participating in an educational seminar addressing board participation skills as well as specific health issues, participants will be equipped with those skills necessary to insure meaningful participation on local health agency boards.

Methods: Through the participation of a broad-based community advisory committee who will assist in program development, implementation, and evaluation, a training seminar covering board participation skills and health issues was developed. This training seminar was available to participants who are interested in serving on local health boards and represent the minority and excluded populations. In addition to this training seminar, two surveys were conducted to assess the present demographic composition of health boards, skills/knowledge a board member needs to effectively participate in board functions, the present system of board recruitment and locate any systematic barriers to the involvement of minority and excluded individuals on health boards.

Institutionalization, Spin Offs, Future Plans: As a result of this program and similar programs developed through the Center for Urban Affairs Community Council, a significant effort is being made locally to involve professionals, lay, and interested citizens in cooperatively addressing our urban problems. Agencies such as the Voluntary Action Center and the Greater Lansing Urban League are cosponsoring the Health Board Training Program, demonstrating mutural cooperation in addressing a complex human problem. Future efforts may include similar Health Board Training Programs throughout the state and the possibility of addressing other board training and leadership problems.

Materials Developed:
No funds were provided for this.

Project Director: Dr. Maxie C. Jackson, Jr.

Title Director

Department Center for Urban Affairs

Address
158 West Owen Hall
Michigan State University
East Lansing, WI 48824

Institution Michigan State University

Title I HEA State Administrator Richard Smith, Michigan Department of Education - MICHIGAN

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Continuing Education Training Program for Bilingual Paraprofessionals

Project Duration: 7/1/77-9/30/78

Participants: Bilingual paraprofessionals

Number Served: Estimate: 3,000

Project Summary: The project provided disadvantaged bilingual paraprofessionals from New London County with the opportunity to upgrade their skills and increase their level of confidence. It provided them with information so they could deliver more relevant services to Hispanic clients and compete for better jobs within their own organization and elsewhere.

Methods: The project used two separate training sessions conducted during the grant period. Participants received training in Hispanic culture, information and referral, interviewing and counseling techniques, and career and employment information. The sessions included orientation workshops, six-month training cycles, and follow-up refresher sessions.

Institutionalization, Spin Offs, Future Plans: Through the Office of Community Affairs, Connecticut College was able to contact more segments of the surrounding communities. The increased numbers of college students who have volunteered in community agencies providing services to the disadvantaged can be largely attributed to the college's involvement in this project.

Materials Developed: Final report and evaluation

Project Director: Thelma M. Waterman

Title Director

Department Office of Community Affairs

Address Connecticut College, Box 1468
New London, CT

Institution Connecticut College

Title I HEA State Administrator Phyllis Lary, Board of Higher Education - CONNECTICUT

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Increasing the Upward Mobility of Western Kansas Mexican-American Youth Through Parent Awareness of Higher Education Opportunities and Advantages

Project Duration: 1977-78

Participants: Mexican-American families and students

Number Served:

Project Summary: The economic and social plight of the large population of Mexican-Americans in western Kansas tends to perpetuate itself through certain cultural biases seemingly inherent to this ethnic group. One particularly sensitive facet of the problem is the negative attitude towards higher education for Chicano youth; it is neither encouraged or considered important. Consequently, the educational level of this minority group remains low, the American tradition of upward mobility remains closed, and isolation from the mainstream of American society continues. Goals include the following: (1) to make Chicano parents aware of the advantages to their children of higher education, (2) to motivate Chicago youth to seek postsecondary education, (3) to provide information and give technical assistance, and (4) to improve the economic and social conditions of Mexican-Americans by enabling them to participate as educated citizens in political life and social improvement organizations.

Methods: The coordinator-counselor employed under this grant visited every high school in the described 26-county area to compile a list of names and addresses of all the Mexican-American seniors and their parents. He arranged a conference with each senior and his or her parents, at which time he counseled them on higher educational and institutional opportunities available to them, from the area vocational technical to the university level. Part of his responsibilities included being conversant with all types of financial aid to Chicano youth so that both parents and students could be informed of these opportunities.

Institutionalization, Spin Offs, Future Plans: Results in terms of information and enrollments of Mexican-American students in various learning opportunities are evident. St. Mary of the Plains College will continue the project with institutional funds.

Materials Developed: No specific program materials were developed for the project.

Project Director: Dr. Donald Barber

Title	Dean	*Department*	Continuing Education
Address	Dodge City, KS 67801	*Institution*	St. Mary of the Plains College

Title I HEA State Administrator Gene Kasper, Board of Regents - KANSAS

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Project New Horizons: A work-related vocational ed program for Hispanic adults in Suffolk County, NY.

Project Duration: 1977-78

Participants: Hispanic adults with at least 9th grade education or equivalent

Number Served: 120

Project Summary: Project New Horizons is a consortium of State University of New York at Stony Brook, Suffolk County Community College, and three area school districts: Brentwood, Central Islip and Patchogue-Medford, which have the highest percentage of HIspanic residents in the county. The program seeks to upgrade the clerical skills of area Hispanic adults and assist them in finding office employment. We are concentrating on clerical skills because Suffolk County has a large and expanding white-collar work force. There is also high demand for qualified bilingual typists, stenographers, and other skilled office personnel.

Methods: Both credit and credit-free courses are being offered at the community college and school districts in office and language skills (English and Spanish). Most courses are being held in the evening. In addition to instructional staff, each site has counsellors to assist in program planning and job placement. Project headquarters are at the State University. Regional employers (federal, state, and county, town governments plus private sector) are serving as consultants and assisting in some of the training.

Institutionalization, Spin Offs, Future Plans: A second-stage proposal has been submitted to expand the project operations at the community college, from the one campus site currently offering instruction (western campus at Brentwood) to the main campus in Selden and the eastern campus in Riverhead. The community college hopes to continue the program as a regular part of its instruction after the end of the grant period. This year the State University at Stony Brook has been the prime sponsor and subcontracted for services to the community college and school districts as an innovative way to increase its own community service role.

Materials Developed:

None to date. Using published materials and texts for classroom instruction.

Project Director: Dr. Michael P. McCarthy

Title Assistant for Continuing Education

Department Center for Continuing Education

Address
Social & Behavioral Science Bldg.
SUNY at Stony Brook
Long Island, NY 11794

Institution SUNY at Stony Brook

Title I HEA State Administrator Robert E. Williams, Regents of the University - NEW YORK

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Latino Parent Leadership Training Program **Project Duration:** 7/1/78-6/30/79

Participants: Latino parents **Number Served:** 120

Project Summary: DePaul University and the Latino Institute have a Parent Leadership Training Program whose purpose is to train community members and parents of Latino students in skills that will enable them to participate effectively and confidently in the decision-making processes related to educational programs designed for their children.

Methods: The program consists of two phases. The initial phase of the training is a series of eight three-hour training sessions for 30 parents and community members in each of the four selected districts for a total of 32 workshops. Two credit hours will be granted to each participant through DePaul University for completion of Phase I. The second phase consists of an intense three-day training workshop intended for 15 key parents and community members who successfully complete Phase I. An additional two credit hours will be granted to those participants who successfully complete Phase II.

Institutionalization, Spin Offs, Future Plans: The purpose of the training is to provide skills to parents for public involvement within and out of the school system. The grant enables us to reach out to a number of parents in Chicago and outside to have an impact on the educational programs of the Latino children. Interest has been generated in other communities outside of Chicago such as Rock Island and Moline. Interested parents will attend the workshops schedule in the spring.

Materials Developed: Not applicable

Project Director: Rafaela E. Weffer, Ph.D.

Title Director

Department Bilingual Program

Address
2235 N. Sheffield
Chicago, IL 60614

Institution DePaul University

Title I HEA State Administrator Jacob Jennings, Jr., Board of Higher Education - ILLINOIS

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Rockford Interactive Media Project (RIM)
Project Duration: 7/1/78-6/30/79

Participants: The predominantly black and Latino residents of southwest Rockford

Number Served: Direct: 40
Indirect: 800

Project Summary: The RIM project utilizes the educational potential of the media (video and audio) to bring alienated and disenfranchised groups to an awareness of their participatory role in the formation of public policy and to establish two-way communication between these groups and their state and local governments. Community field workers are being trained in the technical and communications skills necessary to involve local communities in a reflective analysis of public needs and in articulating those needs using video and/or audio, sharing resulting documentation with appropriate officials.

Methods: The process involves placing media tools (VTR, cassette recorders. etc.) in the hands of community persons, and enabling them to use these tools both as an extension of their own voices and as a vehicle for articulation and reflection (feedback), which proceeds until consensus is reached on those statements that best represent the community. Communication is expanded outward in widening circles until it envelops both the community and those agencies and government offices involved in the formation of policy.

Institutionalization, Spin Offs, Future Plans: Once training has been completed, the work of the project can continue with minimal cost. If the equipment provided by Title I can remain in the community, the Rockford Public Library has agreed to accept responsibility for making it available to community persons, and Northern Illinois University has agreed to maintain it in good working condition. A similar project has already been developed in Madison, WI, as a result of this project. A national dissemination project is planned.

Materials Developed: Video tapes have been developed in the project, but since the purpose of the process emphasizes process itself rather than the product, tapes are regularly recycled. However, a number of tapes have been retained as examples of the process to be used in the training of additional community persons in the use of the equipment.

Project Director: Thomas W. Heaney
Title Director of Community Services
Address Williston 319
DeKalb, IL 60115

Department College of Continuing Education
Institution Northern Illinois University

Title I HEA State Administrator Jacob Jennings, Jr., Board of Higher Education - ILLINOIS

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Latino Parent Leadership Training Program **Project Duration:** 7/1/78-6/30/79

Participants: Latino parents **Number Served:** 120

Project Summary: DePaul University and the Latino Institute have a Parent Leadership Training Program whose purpose is to train community members and parents of Latino students in skills that will enable them to participate effectively and confidently in the decision-making processes related to educational programs designed for their children.

Methods: The program consists of two phases. The initial phase of the training will be a series of eight three-hour training sessions for 30 parents and community members in each of the four selected districts, for a total of 32 workshops. Two credit hours will be granted to each participant through DePaul University for completion of Phase I. The second phase consists of an intensive three-day training workshop intended for 15 key parents and community members that successfully complete Phase I of the program. Two additional credit hours will be granted to participants who successfully complete Phase II.

Institutionalization, Spin Offs, Future Plans: The purpose of the training is to provide skills to parents for public involvement within and out of the school system. The grant enables us to reach a number of parents in Chicago and outside in order to have an impact on the educational programs of the Latino children. Interest has been generated in other communities outside of Chicago, such as Rock Island and Moline, where interested parents will attend the workshops scheduled in the Spring.

Materials Developed: Not applicable

Project Director: Rafaela E. Weffer, Ph.D.

Title Director *Department* Bilingual Program

Address 2235 N. Sheffield *Institution* DePaul University
Chicago, IL 60614

Title I HEA State Administrator Jacob Jennings, Jr., Board of Higher Education - ILLINOIS

Project Title: Ohio Urban Appalachian Awareness Project **Project Duration:** 6/1/78-7/31/78

Participants: Social service agency personnel and educators **Number Served:** 342

Project Summary: Objectives were (1) to raise the level of awareness of human service professionals, educators, and citizens to the needs of Ohio's disadvantaged urban Appalachian population; (2) to develop and disseminate information and training materials regarding Appalachians in communities where they live in significant numbers; and (3) to improve interagency communication so that the varied social service agencies may better serve Appalachian persons.

Methods: Project activities included a series of five weekend conferences held in five different Ohio cities and a two-week long summer institute held at the university of Cincinnati. Special materials were compiled for use at each of the five city sites to deal specifically with conditions as they existed in each of the cities. The summer institute was held for social service agency professionals who were to develop a plan of action designed to make their respective organizations more responsive to Appalachian client needs.

Institutionalization, Spin Offs, Future Plans: Perceptible changes have occurred in the social service delivery programs of several major community service organizations. In-service and staff training programs have been planned and conducted for several statewide agencies. The research reports, video tapes, and instructional materials are in great demand for use in classes at the University of Cincinnati and in the greater Cincinnati area.

Materials Developed:

(1) Research reports on five conference cities
(2) Statewide summary of research reports
(3) Catalogue of video tapes
(4) Student learning materials

Project Director: Thomas E. Wagner

Title Vice Provost for Academic Affairs *Department*

Address
104 Administration Building
University of Cincinnati
Cincinnati, OH

Institution University of Cincinnati

Title I HEA State Administrator Marlene Rushay, Board of Regents - OHIO

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Community Development Through Education Assistance

Project Duration: 6/76-7/78

Participants: Cross-section of the citizens in northern New Mexico

Number Served: 2,000

Project Summary: The project included course offerings in three major areas: (1) part-time occupational experiences, (2) special interest-human development experiences, and (3) workshops and seminars--credit and noncredit offerings. The part-time occupational offerings were designed to provide job entry, job development, and immediate employment opportunities. The special interest offerings were designed to provide positive educational experiences for adults. This is one in a series of projects that were related to the development of continuing education and community service capabilities in institutions that previously had not had formally organized continuing education programs.

Methods: The activities funded in this project were primarily typical classroom type experiences but also included some workshops and seminars. This was a traditional continuing education program in a community college setting. Title I provided the impetus needed to establish an ongoing continuing education program.

Institutionalization, Spin Offs, Future Plans: The project began two-and-a-half years ago with one or two classes in each of two or three communities in northern New Mexico. It has developed into a large continuing education program offered in four or five communities in the north central part of the state.

Materials Developed: No special materials were developed as a result of this project.

Project Director: Dr. Guy Trujillo

Title Dean of Continuing Education and Community Service

Department

Address
P.O. Box 1288
Santa Cruz, NM 87567

Institution
Northern New Mexico
Community College
Santa Cruz Campus

Title I HEA State Administrator Thomas E. Wilson, Board of Educational Finance - NEW MEXICO

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Festival of Native Arts

Project Duration: 1977-78

Participants: 165 Native singers, dancers, artists

Number Served: Audience of 3,000

Project Summary: The Festival of Native Arts was, in its second and final year of funding under Title I-A, a successful effort to promote and preserve Alaskan Native art and culture. The purpose of the festival was to foster improved communications and understanding between Native and non-Native groups.

Methods: Artists and performers were brought to the Fairbanks campus from around the state for the three-day festival. Activities began each afternoon with a blanket toss, art display, crafts demonstration, and storytelling. An historical photo exhibit of Alaskan Native life at the turn of the century was on display. Evening activities featured singing and dancing groups representing the different Alaskan Native cultures. The festival planning committee solicited help, particularly from local Native organizations, in planning and participant recruitment.

Institutionalization, Spin Offs, Future Plans: The festival was held in coordination with other local events such as the Doyon Corporation and Tanana Chiefs Conference annual meetings, the North American Dog Sled Races, and the Fairbanks Native Association Potlatch in order to draw more local and regional participants. The Associated Students of the University of Alaska will attempt to have the festival included in the university budget. For 1979, the Festival Committee has applied for a grant from the National Endowment for the Arts, and the North Star Borough has pledged its support.

Materials Developed: The festival produced a printed program explaining the differences between the cultural groups of Alaska.

Project Director: Frank White

Title Head

Department Student Orientation Services

Address
University of Alaska
Fifth Floor Gruening Building
Fairbanks, AK 99701

Institution University of Alaska

Title I HEA State Administrator Jane Maynard, Commission on Postsecondary Education - ALASKA

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: The Puero Rican: Bridging the Gap

Project Duration: 7/1/77-6/30/78

Participants: People who work with Puerto Ricans

Number Served: 1,438

Project Summary: The purpose of the project is to assist English-dominant persons to learn of the values of the Spanish-speaking and to enable English-speaking persons to become familiar with Spanish to the degree they can communicate with those Spanish persons they come in contact with. This is done through Programmatic Spanish. Participants are encouraged to proceed on their own to learn more of those whom they meet each day. This is especially true of the Executive Committee, the Planning Committee, and the various study committees.

Methods: Each part of the program was arranged by the Executive Committee in cooperation with the various study committees. The schedule follows: Ballet Hispanico, Familia Figueroa, Roots of Puerto Rican Culture, Economic Base of Puero Rico, Spanish-speaking: A Permanent Part of the Mainland, Housing: Tenants and Their Legal Rights, The Availability of Chester County Resources for the Hiring of Minorities, and Law Enforcement in the Hispanic Community.

Institutionalization, Spin Offs, Future Plans: The Executive Committee has been a strong community factor and is part of the larger Evaluation and Projection Committee. Special emphasis has been given to the Committee on Industry, because of the high unemployment or underemployment of the Spanish-speaking. It appears that the program will continue as before. The one difficulty is that of subsidizing activities.

Materials Developed: Limited number of lists of books for the reading for various programs. Most work has been restricted to the issuance of articles as foundation readings for colloquia and conferences. There is a real need for materials with only limitations of time and money standing in the way.

Project Director: Sister Mary Consuela

Title I.H.M., Director

Address Immaculata, PA 19345

Department Center for the Teaching of the Americas

Institution Immaculata College

Title I HEA State Administrator Harry W. Riemer, Department of Education - PENNSYLVANIA

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: PUEDES

Project Duration: 1977-78

Participants: Adult Hispanics

Number Served: 2,500

Project Summary: Project PUEDES, which means "you can," addressed the need of New Jersey's adult Hispanics for comprehensive, high quality basic education and GED-S individualized instructional materials. The specific goal of the program was to remedy the lack of suitable instructional materials in Spanish for adults pursuing the GED for educational or employment goals. Rather than translate A.B.E. and GED materials in Spanish, Project PUEDES undertook the development of new materials along with revised material from the Commonwealth of Puerto Rico, which would take into account the target population's distinct cultural traits.

Methods: The project was designed to develop, reproduce, disseminate, and validate 180 individualized learning packages. Testing and evaluation of these packages, through workshops and classroom observation, was conducted statewide in order to determine the effectiveness of the materials, appropriateness of topics, level of interest, and enhancement of skills development.

Institutionalization, Spin Offs, Future Plans: It is anticipated that other colleges and universities will incorporate the "PUEDES" materials into their continuing education program to effectively assist Hispanics towards the realization of their educational goals. Statewide dissemination of PUEDES lessons through GED-S and A.B.E. programs is expected. It is hoped that other projects dealing with material development in Spanish will be undertaken at sister institutions in order to provide more sensitivity and awareness of the basic needs of Hispanic adults in the state of New Jersey.

Materials Developed: Project PUEDES developed 180 individualized learning packages consisting of diagnostic tests, lessons (reading, social studies, mathematics, natural sciences, and study skills), exercise sheets, assignment sheets, posttest, and an instructor's manual.

Project Director: An[illegible] E. Voorhees

Title Director, Division of Community Services

Department Community Services

Address
Middlesex County College
Edison, NJ 08817

Institution Middlesex County College

Title I HEA State Administrator Robert C. Holmes, Department of Higher Education - NEW JERSEY

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Understanding the World of Work--
A Program for Foreign Adults

Project Duration: 1977-78

Participants: Foreign born/cultural adults in the Jamaica, Queens, area, 25 years of age or older

Number Served: 240 +

Project Summary: The goal of this community service program is to fully develop and implement a model multilingual community service adult education program for individuals from foreign cultures focused on equipping them with the necessary information, attitudes, and skills for successful entry into or survival in the New York urban world of work.

Methods: A graduated series of free, accessible ESL courses offered in 10-week cycles, three times per year, focused on development of basic business communication skills. Concurrent with the offering of such courses is a series of three-hour educational seminars on the following topics: Orientation to the World of Work, Career Choice and Decision Making, What You Need to Know About Licenses and Foreign Educational Credentials, and the Basics of Self-Employment. Career counseling is available at specified times before, during, and after each cycle. Various textbooks, film strips, and staff-developed materials were used in implementation of all courses and seminars. Additionally, specialists with particular expertise were consulted. Pre- and post-interviewing and testing as well as student written and verbal feedback has been used in assessment of program results.

Institutionalization, Spin Offs, Future Plans:
The college is offering additional classes at reduced fees. Queensborough Public Library received funding for ESL classes and has asked project staff for advice and support in implementing their project on our model. A program operation handbook will be developed with a compilation of classroom materials, lesson plans, seminar activities, evaluation reports, and other pertinent information that will be available to agencies and schools that deal with a foreign population. Future plans include adding a tutorial component for specialized instruction to prepare the clients for various professional and technical tests.

Materials Developed:
Pre- and postinterview guides, curriculum guides/lesson plans for each seminar topic, pre- and posttests for each seminar, student reactionnaire, informational brochures and fliers, student handouts, and program handbook.

Project Director: James C. Hall, Jr.
Emma Gates, Coordinator (see below for complete title)

Title Dean for Adult/Continuing Education
Coordinator, Work Orientation Program for Foreign Adults

Department Continuing Education

Address York College
Division for Adult/Continuing Education
Jamaica, NY 11451

Institution York College, CUNY

Title I HEA State Administrator Charles F. Graber, State Education Department - NEW YORK

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Community Development Through Citizen Involvement

Project Duration: 1978-79

Participants: Low income minorities of the Sheldon Neighborhood

Number Served: 350

Project Summary: The Sheldon Neighborhood, an inner city area, suffers from a spectrum of urban problems including poor housing, high unemployment, and heavy out-migration. The proposed project centers on enabling citizens to become involved in the development of their own neighborhood by involving them in the community planning process, and by teaching them skills in housing rehabilitation, energy conservation, and other related areas. In the process of community development, employment skills will be enhanced.

Methods: The primary focus of this project is the formation of a community development plan on a neighborhood level with the assistance of the people in the community. The purpose of the plan will be to work with the community in identifying problems, analyzing data, and formulating programs to implement the plan. Several workshops will be organized so that neighborhood residents can acquire community development skills in leadership training, group dynamics, housing development, and time management.

Institutionalization, Spin Offs, Future Plans: This program is a new activity built upon the foundation of Grand Valley State College's prior efforts in inner city Grand Rapids. A key component of the project is directly involving area residents in designing a long-range comprehensive community development plan. This plan will be the basis for (1) future community development through the skills taught in areas such as home renovation, and (2) citizen involvement with the planning and funding process of governmental development agencies.

Materials Developed: A sector plan will be developed providing data on the conditions of homes in the area, percentage of unemployment, out-migration, etc. These and other elements will be integrated in the long-range community development plan.

Project Director: Ronald Poitras

Title Professor

Department William James College

Address Allendale, MI 49401

Institution Grand Valley State Colleges

Title I HEA State Administrator Richard J. Smith, State Board of Education - MICHIGAN

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Urban Problems Seminar

Project Duration: 10/1/77-9/30/78

Participants: Community leaders, public officials, students, faculty, and interested citizens

Number Served: 629

Project Summary: Objectives of the program were: (1) to increase information that public officials, especially black officials, have about duties and responsibilities in their positions; (2) to provide them with current information regarding recently passed laws and policy regulations that would affect their positions; (3) to provide information about the black community of Louisiana that would help these officials in the performance of their duties; (4) to increase information that black elected officials have regarding accountability statutes and practices from the pre-election state through the completion of their terms of office.

Methods: Seminars held at the Southern University in Baton Rouge campus, which were conducted by faculty members and had presentations by invited experts.

Institutionalization, Spin Offs, Future Plans: A manpower training grant proposal was submitted by the economist who participated in the seminar on employment and was funded by the U.S. Department of Labor. Political science majors will be a part of the resultant fellowship program offering training in economics and human resources management.

Materials Developed: A handbook on essential data has been prepared for distribution to the elected officials of the state.

Project Director: Dr. Jewel Prestage

Title	Chairperson	*Department*	Political Science
Address	Southern University, Box 9222 Baton Rouge, LA 70813	*Institution*	Southern University in Baton Rouge

Title I HEA State Administrator Dale Thorn, Board of Regents - LOUISIANA

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Leadership Training for Union Minorities and Women

Project Duration: 1977-78

Participants: Members of labor organizations--statewide

Number Served: Approximately 1,500

Project Summary: The purpose of the Title I project is to provide linkage, coordination, and resource sharing for a six-university consortium, which is operating a statewide program in leadership skills development for women and minority group members of labor organizations. The university consortium of labor education centers is implementing field operational training programs under a $200,000 legislative appropriation.

Methods: The Title I project will collect and disseminate education and training materials on a multistate basis; assist consortium members in program design and research; collect and analyze demographic, employment, and labor organization information on trainees; provide orientation and training for new university staff; institute ad hoc instructor training programs; develop uniform evaluation methods and instruments; operate a statewide conference for union leadership.

Institutionalization, Spin Offs, Future Plans: The linkage coordination system established under Title I HEA is designed to be absorbed into general state funding after two or three years. This projection envisions an entirely new coordinated labor education system among Michigan institutions of higher education. In addition, it will provide a permanent faculty capability to provide specialized programming for women and minority group members of labor organizations. Additional follow-up includes analysis of the movement of labor organization activists into community and political activities.

Materials Developed: Specialized materials will be developed by individual universities in the areas of urban-black minorities, Hispanic minorities, and women workers. The Title I project will act as a clearinghouse for these materials.

Project Director: Don Stevens

Title Director

Department Labor Education Service

Address
Oakland University
Rochester, MI 48063

Institution Oakland University

Title I HEA State Administrator Richard J. Smith, Board of Education - MICHIGAN

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Community Task Force for Expanding Minority Opportunities in Technical Education

Project Duration: 7/1/77-7/31/78

Participants: 37 community leaders from local government, service groups, education, industry and business, labor groups, and churches in the Canton, Ohio, area

Number Served: 57

Project Summary: Objectives were: (1) to develop guidelines for a community technical education recruiting program model directed at minorities; (2) to develop a model for establishment of a community financial aid clearinghouse for minority technical education students; and (3) to improve the retention rate for minority technical education students through developmental education services.

Methods: Thirty workshops and training sessions for a task force of 37 community leaders focused on recruiting adult minorities in technical education. The sessions included lectures, films, self-study materials, group dynamics, and problem-solving techniques.

Institutionalization, Spin Offs, Future Plans: The project helped bridge the gap of communications between the community and the college, helped educate community leaders about the role of technical education in today's society, enlightened the college about the scope of problems that have barred greater minority participation in technical education, and implemented models in the areas of recruiting, financial aid, retention, and the adult minority as a learner.

Materials Developed: The publication "Minorities in Technical Education" has been published and is available for dissemination.

Project Director: James Ladson

Title Systems Analyst

Department

Address
The Timken Company
1835 Dueber Avenue, S.W.
Canton, OH 44706

Institution Stark Technical College

Title I HEA State Administrator Marlene Rushay, Board of Regents - OHIO

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Community Career Planning for Employed Minority Women

Project Duration: 7/1/77-6/30/78

Participants: Employed minority women

Number Served: 65

Project Summary: The project was designed to respond to the career planning needs of employed minority women in the community. The project represents past experience and new research, and insures future cooperation from community individuals, employees, agencies, and institutions for expansion of the program. The project established a reputation of being relevant and beneficial to the target population, and additional individuals are now aware of and interested in participating in the program.

Methods: Through a unique employment arrangement with the Bankers Life Insurance Company, a pension underwriter was loaned to the university to serve as project coordinator. The initial component involved developing a needs assessment instrument to determine the career planning and continuing education needs of the target population. Once the needs had been surveyed, the coordinator served as an identifiable role model to channel employed minority women into existing programs which met their needs. Three workshops were developed and conducted for needs which surfaced that could not be met through existing programs.

Institutionalization, Spin Offs, Future Plans: The project has provided the community much needed (and previously nonexistent) identification of the needs of employed minority women in areas related to career planning and continuing education. The applicant institution and other area centers of continuing education will be strengthened by having a significant number of new students from a new population. Research into the needs of employed minority women has given the university definitive information and a direction to pursue in developing new courses. Under a grant from the Women's Educational Equity Act, the project will serve as a national model.

Materials Developed: Participant workbook materials and the needs assessment instruments will be reproduced in training manuals for replication and use under the auspices of the Women's Education Equity Act (WEEA) grant received for continuation of the project.

Project Director: Marie C. Wilson

Title Director, Women's Program

Address Drake University
Des Moines, IA

Department College for Continuing Education

Institution Drake University

Title I HEA State Administrator Dr. Robert F. Ray, The University of Iowa - IOWA

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Community Communications Workshops **Project Duration:** 9/1/77-5/31/78

Participants: Local social service agency staff and interested individuals (from a variety of ethnic and social backgrounds and income levels) **Number Served:** 40-60

Project Summary:

Low income and minority groups have an increasing need to be heard by public and private organizations responsible for providing social services; therefore, effective communication with responsible social service organizations, and within the community itself, is a key to improving the lives of many persons in the Providence area. The workshops were designed to train neighborhood representatives and community leaders how best to use the communications media that are most economical and most accessible to them. This training serves two purposes: first, it facilitates a group's communication with government agencies and business organizations, and second, it makes possible more widespread dissemination of information about events and programs and thus benefits the neighborhood.

Methods: The do-it-yourself styled workshops are divided into two sections. The initial program used community slide presentations, while the second session focused on neighborhood newsletters. Each session used guest lecturers, site visits, and demonstrations of actual production procedures as the main educational tools.

Institutionalization, Spin Offs, Future Plans:

Materials Developed: Slide presentations

Project Director: Charles Walton

Title

Department

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Urban Educational Center
830 Eddy Street
Providence, RI 02905

Institution Rhode Island College

Title I HEA State Administrator Elizabeth S. Palter, Postsecondary Education Commission - RHODE ISLAND

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Development of Job Re-entry Skills and Leadership Program for Women

Project Duration: 7-1-77-6-30-78

Participants: Women in the Golden Triangle Area of Mississippi

Number Served: 91

Project Summary: The project was divided into two parts: (1) the leadership program and (2) the job re-entry program. The overall objective of the leadership program was to aid women workers in developing their potential for leadership roles in business and industry. The objective of the job re-entry program was to assist women in developing job skills for re-entering the job market.

Methods: Films, Lectures by business leaders, and discussion on human relations, communications and personal management were used to develop skill and knowledge in those areas. Career information was provided through current periodicals in the leadership program. The job re-entry program was geared along the same line, and in addition, assistance was provided to participants in securing office jobs in the community.

Institutionalization, Spin Offs, Future Plans: This program has been tentatively planned to continue in 1978 with the further use of Title IA funding.

Materials Developed: None

Project Director Dr. Delene Lee

Title Director

Department Center for Continuing Ed.

Address Columbus, Mississippi 39701

Institution Miss. Univ. for Women

Title I HEA State Administrator Dr. Thomas C. Meredith, Board of Trustees of State Institutions of Higher Learning - MISSISSIPPI

78-160-001

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Gulf Coast Community College
Women's Center

Project Duration: 7/1/78 - 6/30/79

Participants: Displaced Homemakers

Number Served: 658

Project Summary: The Women's Center seeks to address the presently unmet personal, educational, and vocational training needs of the displaced homemakers of Bay, Gulf, and Franklin Counties through the development of a model program.

Activities include the brokering of activities for the effective linkage of women and resources, and the development of individual and group counseling services. The present scope of short courses, workshops, and seminars will continue to expand to meet newly identified group needs.

Methods: The Center will facilitate the delivery of services through the development of a curriculum of credit and non-credit courses, training programs, seminars, and workshops on topics of vital interest to the target population. The areas of concern have centered about the improvement of life "survival" skills, through improved coping with stress, maintenance of the family unit, self awareness, decision making, and goal identification.

Institutionalization, Spin Offs, Future Plans: A major portion of this program has been community involvement. This has resulted in the development of a state model for regional conferences for displaced homemakers and in-service training in several facets of the institution and the community. The college will continue to reaffirm its commitment to community education by broadening its outreach efforts, expanding its curriculum and developing new programs.

Materials Developed:

Women's Center Program Brochure
Women's Center Core Courses Schedule Brochure
Women's Center Curriculum Materials
(Objectives, Syllabi, Handout materials, etc.)
Women's Center Multi-Media Presentation
Women's Center Procedual Manual
(Intake, Follow-up, Outreach, Curriculum, Job Descriptions, Forms, etc.)
Listing of community resources and services

Project Director:

Title Project Director

Address Gulf Coast Community College
5230 West Highway 98
Panama City, Florida 32401

Telephone 904/769-1551

Department Division of Continuing Education

Institution Gulf Coast Community College

Title I HEA State Administrator

78-125-002

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Improving the Delivery of Programs and Services to Displaced Homemakers in Florida

Project Duration: 7/1/78 - 6/30/79

Participants: Professionals, para-professionals, volunteers

Number Served: 400--500

Project Summary: A Women's Resource Center has been established whose activities include the identification of program and service needs of displaced homemakers, and of the resources available to meet those needs, which will be accomplished through a statewide needs assessment. It will also create an information clearinghouse to be housed in the Family Services Center of the College of Home Economics at the Florida State University. Lastly, it will provide in-service training and staff development.

Methods: The identification of program and service needs of displaced homemakers, and of the resources available to meet those needs, will be accomplished by conducting a statewide needs assessment, and a statewide inventory of available resources. To assist communication and information sharing, a statewide clearinghouse will be established and a statewide newsletter will be published every month. In-service training and staff development has been approached through the implementation of a series of state and regional conferences around Florida.

Institutionalization, Spin Offs, Future Plans: The university will pursue additional funding to maintain its information clearinghouse, and to publish its monthly newsletter. In addition, it will continue to conduct in-service training and staff development through workshops at state and regional conferences.

Materials Developed: Resource materials have been prepared for the following topics:

Assertiveness
Career Choice
Crisis Intervention
Women and Stress
Values Clarification

Several bibliographies have also been prepared.

Project Director: Dr. Susan Thomas

Title Project Director

Department Home and Family Life

Address 222 Sandels Building
Tallahassee, Florida 32306

Institution Florida State University

Telephone 904/644-1507 or 644-3217

Community Service & Continuing Education

78-159-003

A Higher Education Act, Title I Program Abstract

Project Title: The Wiser Women's Program - A Multi-Service Women's Center

Project Duration: 7/1/78 - 6/30/79

Participants: Displaced Homemakers

Number Served: 1200

Project Summary: The Women's Center seeks to provide a broad spectrum of services to meet the needs of the women of Volusia and Flagler Counties. The ongoing programs' objectives include the provision for personal and career counseling, maintenance of a resource and referral center, and the development of credit and non-credit courses to assist women in becoming more self-aware and self-reliant.

Methods: Direct services to women will be provided by personal and career counseling. In addition, the center will offer continuing education courses, including short courses, seminars, and workshops. Also, the center will act as an information and referral center. The center has also established two community outreach centers to facilitate contact with disadvantaged and senior adult women.

Institutionalization, Spin Offs, Future Plans: The center will continue to present and expand the scope of its community linkage system in order to fulfill its commitment to the coordination of services to women. Its future plans also include substantial expansion of continuing education courses in the areas of consumerism, vocational and career development, and such skill building as home-repair, auto maintenance, and small business management.

Materials Developed:

Project Director: Sue Rollins

Title Coordinator

Department

Address P. O. Box 1111
Daytona Beach, Florida 32015

Institution Daytona Beach Community College

Telephone 904/255-8131

Title I HEA State Administrator

Community Service & Continuing Education

78-160-006

A Higher Education Act, Title I Program Abstract

Project Title: Center for Women's Continuing Education **Project Duration:** 1/20/78 - 1/19/79

Participants: Displaced Homemakers **Number Served:** 200-500

Project Summary: The purpose of the center is to plan and initiate a multi-service program to aid in the evaluation and development of personal, educational, and vocational skills for all interested women. The goal is the development of a comprehensive program of opportunities which address those problems dealing with economic status, development of leadership potential, self-fulfillment, and their ability to actively contribute to the well being of the community.

Methods: The Women's Center has implemented a career and personal guidance counseling center; provided for vocational and personality testing; established a reference library open to all interested individuals; and initiated a series of non-credit courses, seminars, and workshops aimed at the enhancement of women's survival skills.

Institutionalization, Spin Offs, Future Plans: The center plans to initiate outreach services and locate reluctant women within the confines of the target population. To allow the center a greater degree of access to the community-at-large, an inter-agency linkage system will be established and cultivated through the offices of a women's and speaker's bureau.

Materials Developed: Curriculum materials documenting the methodologies to be used.

Project Director: M. S. Cochran

Title	Director, Division of Continuing Education	*Department*	Division of Continuing Education
Address	Ft. Myers, Florida 33901	*Institution*	Edison Community College
Telephone	813/481-4434		

Title I HEA State Administrator

78-123-007

A Higher Education Act, Title I Program Abstract

Project Title: Operation Women Power: Supporting the Unique Needs of Disadvantaged Women Through Volunteer Services with Community Agencies

Participants: Disadvantaged, low-income women

Number Served: 200

Project Duration: 7/1/78 - 6/30/79

Project Summary: The purpose of this project is to plan, develop, and implement a realistic, practical, supportive program that will assist disadvantaged women to improve their knowledge and skills for job entry opportunities. Women will be involved in many areas, including librarian's helpers, nursery school aides, seamstresses, and sales personnel.

Methods: Selected community agencies and organizations will be invited to accept disadvantaged women as volunteer workers for theier programs. Two hundred disadvantaged women in Leon County will be identified and provided a supportive training program in terms of their needs, knowledge, and behavior essential in the job market. This program will be modularized and will be conducted through a series of workshops and short non-credit courses totaling fifty hours. It will be individualized to be of the greatest value to the clients.

Institutionalization, Spin Offs, Future Plans: The institution hopes to receive funding to enable it to continue into a second year. It also hopes to expand the outreach program, provide supportive assistance to the disadvantaged women who will trained in the skilled construction trades, and to extend continued support to allied programs of other institutions, agencies, or orginizations, requesting assistance.

Materials Developed: Brochures and letters explaining the program. Tapes to be used for television and radio presentations.

Project Director: Marjorie S. Campbell

Title Project Director

Department Division of Continuing Education

Address Tallahassee, Florida 32307

Institution Florida A & M University

Telephone 904/599-3474

Title I HEA State Administrator

Community Service & Continuing Education

78-177-009

A Higher Education Act, Title I Program Abstract

Project Title: Women's Living and Learning Project

Project Duration: 7/1/78 - 6/30/79

Participants: Variety of unmarried women, displaced homemakers

Number Served: 1200

Project Summary: This project seeks to assist women in the resolution of personal questions, dealing with personal loss, acquisition of career and employment counseling, through information and referral, and through a coordinating mechanism for community agency assistance. The women reached are those who are divorced, widowed, single heads of households, and/or displaced homemakers.

Methods: This project plans to establish a second outreach center capable of providing support, referral, and information through a staff of trained volunteer peer counselors. The present widow-to-widow program will be expanded to identify a larger number of widows who, through training and volunteer experiences will serve as role models and offer peer counseling to newly bereaved women on a one-to-one basis. Continuing education courses, workshops, and seminars based on the continually assessed needs of the target population will also be made available.

Institutionalization, Spin Offs, Future Plans: The project plans to expand its activities to include the geographical areas of St. Petersburg, Clearwater and Tarpon Springs. Comprehensive curriculum offerings will be constantly assessed and revised. Continued staff development activities will be centered about topics identified by staff as areas of major concern in which they desire greater degrees of expertise.

Materials Developed: Curriculum materials to be used in continuing education courses, workshops, and seminars.

Project Director: Jane Maddox

Title Coordinator/Continuing Education

Department Division of Continuing Educatio

Address P. O. Box 13489
St. Petersburg, Florida 33733

Institution St. Petersburg Junior College

Telephone 813/546-0011, Ext. 285

Title I HEA State Administrator

Community Service & Continuing Education

78-184-010

A Higher Education Act, Title I Program Abstract

Project Title: Project E.V.E.: Educating, Valuing, and Enriching the Lives of Displaced Homemakers

Project Duration: 7/1/78 - 6/30/79

Participants: Displaced Homemakers

Number Served: 800

Project Summary: The prime focus of the Women's Center will be remediation, rehabilitation, and self-enhancement through education. Specifically, the center will make available to its clients the vital counseling, training, placement, financial management services, and opportunities to participate in the creation and development of a self-help network based on peer counseling. In addition, the center will establish a clearinghouse of information on agencies and organizations to help women.

Methods: A series of no cost seminars, workshops, training sessions, and short courses will emphasize the importance of academic study and skill improvements as a means of meeting their needs. Other bimonthly no cost seminars on topics of specific interest will also be conducted and will be based on topics identified by the participants. Information about the program will be disseminated through mail-outs, public spot announcements, and radio shows, and feature articles in the local newspapers.

Institutionalization, Spin Offs, Future Plans: This center will continue its work into the next year through course offerings which will enable interested women to obtain a Pre-Liberal Arts A. A. Degree. It will still offer all the services provided in this fiscal year.

Materials Developed: Flyers, brochures, radio and TV spot announcements, feature articles in local newspapers, curriculums for courses, seminars, and workshops.

Project Director: Sandra H. Wilson

Title Project Director

Department Extension and Weekend Programs

Address P. O. Box 22127
Tampa, Florida 33622

Institution Hillsborough Community College

Telephone 813/879-7222, Ext. 405

Title I HEA State Administrator

Community Service & Continuing Education

78-161-011

A Higher Education Act, Title I Program Abstract

Project Title: Women's Opportunity Center

Project Duration: 7/1/78 - 6/30/79

Participants: Displaced Homemakers

Number Served: 900

Project Summary: The Women's Center will provide women with opportunities for self-assessment, coupled with confidence and skill building employment opportunities. The participants will be assisted in the exploration of career options, identification of training resources, and assistance in the development of refined job acquisition skills.

Methods: Achievement of program objectives will be addressed through a variety of counseling, information and referral services, and educational offerings. Personal, career, and academic counseling will be provided to interested clients and enhanced through the availability of testing support services. Educational programs concerning things such as job application methods, financial management, and real estate will be offered.

Institutionalization, Spin Offs, Future Plans: The Women's Center information and referral service will continue as a method of disseminating knowledge about survival services in the community, and will be continuously updated and augmented.

Materials Developed: Curriculum materials to be used in all educational programs.

Project Director: Linda Milone

Title Project Director

Department

Address Key West, Florida 33040

Institution Florida Keys Community College

Telephone 305/296-8341 or 6211

Title I HEA State Administrator

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: The Emerging Role of Women in Management **Project Duration:** 7/1/77-6/30/78

Participants: Women in Southeast Mississippi **Number Served:** 415

Project Summary: The project helped to enhance the managerial opportunities of women. The management potential of women has been largely untapped in Mississippi. However, in recent years, women have begun to enter leadership positions in the community as well as in business and industry. Because of this trend, the need for management training for women became apparent. This program was directed toward providing this training for women in Southeast Mississippi.

Methods: The content of this project was basically divided into two parts. The first part concerned presentations to various clubs and organizations. The second content area concerned the training of women for management positions during two workshops. Methods used included short lectures, discussion, structured experiences, exercises, role play, and learning instruments.

Institutionalization, Spin Offs, Future Plans: Many of the Hattiesburg women have become interested in other women's studies endeavors which have been undertaken by the Department of Community Services and Programs.

Materials Developed: A list of federal legislation that specifically relates to the status of women, a sex-role attitude scale, transparencies for overhead projectors and charts, and a collection of references which are relevant to women in management were developed for this program.

Project Director Dr. Clyde N. Ginn

Title Dean

Department Division of Extension and Public Service

Address Southern Station, Box 55
Hattiesburg, MS 39401

Institution University of Southern MS

Title I HEA State Administrator Dr. Thomas C. Meredith, Board of Trustees of State Institutions of Higher Learning - MISSISSIPPI

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Adult Advisement Center

Project Duration: 9/1/77-9/31/78

Participants: Community members of the rural Mississippi Delta region

Number Served: 1,203

Project Summary: The objectives of this program were to continue the operation of the center for disadvantaged adults and to expand and develop new programs and activities designed to provide more productive opportunities to women, underemployed minority groups, and older adults.

Methods: Twenty-one different activities were conducted during the project. The workshop-seminars were directed by highly trained professionals and ranged in duration from two to thirty-two hours per activity.

Institutionalization, Spin Offs, Future Plans: A number of the activities will continue through the Division of Continuing Education.

Materials Developed: None

Project Director Dr. Daisy Howell

Title Director

Department Dept. of Continuing Ed.

Address Box 3322
Cleveland, Mississippi 38732

Institution Delta State University

Title I HEA State Administrator Dr. Thomas C. Meredith, Board of Trustees of State Institutions of Higher Learning - MISSISSIPPI

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Reentry Options for Women (R.O.W.)

Project Duration: 1977 -

Participants: Reentry Women

Number Served: 650

Project Summary: The ROW Program was founded upon a need identified in the community by representatives of California State University, Fullerton; the YWCA; Fullerton College and the Santiago Library System. ROW created a coordinated informational process so that postsecondary women became aware of increased educational options and were given supportive counseling to encourage reentry.

Methods: Outreach counselors were located at strategic points within the community. An information network enabled ROW to disseminate information broadly and on a timely basis. Seminars and workshops were conducted covering such areas as "Non-traditional Vocational and Educational Options" and "Changing Careers at Mid-Life." Clients were referred to counselors for individual or group counseling. Clients were offered career planning, supportive counseling, and educational advisement.

Institutionalization, Spin Offs, Future Plans: In its second year of funding, ROW has expanded to include eleven outreach sites incorporating the entire County into the program. All colleges (two year, four year and private) within the area have become involved.

Materials Developed: Resource brochures are available from the coordinator. A filmstrip is in progress.

Project Director: Jean Lester

Title Coordinator, R.O.W.

Address
California State University, Fullerton
Fullerton, CA 92634

Department Office of Continuing Education

Institution California State University Fullerton

Title I HEA State Administrator Russell L. Riese, Postsecondary Education Commission - CALIFORNIA

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Project HERE (High Desert Educational Resources Employment)

Project Duration: 1977

Participants: Reentry Women

Number Served: 1,047

Project Summary: Project HERE is a reentry program for women who need to acquire marketable skills for employment and/or further basic skills for further educational development. Based close to two military installations, the project has focused primarily upon the particular needs of these women.

Methods: Nine program workshops, covering topic areas ranging from Legal Rights and Information for Women to Women in the World of Work, were offered at two sites--Edwards Air Force Base and the college. Counseling and career testing to provide assistance in career choice and career planning were available at both locations.

Institutionalization, Spin Offs, Future Plans: As a direct result of the impact of Project HERE, a Women's Center has been opened in Ridgecrest. The college has responded to a dmonstrated need by offering more Personal Development courses (i.e., Career and Personal Self-Assessment, Assertiveness Training, Job Search Techniques...)

Materials Developed:

Project Director: Roe Darnell

Title Director of Instructional Services

Department

Address
College Heights Boulevard
Ridgecrest, CA 93555

Institution
Cerro Coso Community
College

141

Title I HEA State Administrator Russell L. Riese, Postsecondary Education Commission - CALIFORNIA

Project Title: A Community Program: Single Adult Women **Project Duration:** 9/1/77-6/30/78

Participants: Rural single women and men (widowed, divorced, separated, single parents and never married) **Number Served:** 600

Project Summary: The purpose of the project was twofold: (1) to provide special counseling and educational opportunities for single persons whose changing lifestyles have resulted in psychologically and economically unproductive roles; and (2) to increase understanding in the community regarding the dilemmas and needs of single adults.

Methods: (1) A variety of workshops, (2) a series of seminars that explore specific areas related to the lives of single persons, (3) a film series with selected discussion leaders to raise the consciousness of the community, (4) counseling services, (5) support groups, and (6) a resource center specializing in materials pertinent to single living.

Institutionalization, Spin Offs, Future Plans: At the completion of the first year, which was highly successful, the university suffered budget cutbacks and could make no commitments to continuation support. Based upon that position, the council elected not to refund the project. However, the public outcry at the loss of the services caused the university to reassess its priorities. They decided to continue the resource center and counseling services on a half-time basis and to continue a part of the workshops with an NIH grant.

Materials Developed:

(1) Two very attractive brochures itemizing the courses and workshops offered each semester.
(2) A 30-minute videotape, "Single Lifestyles in Kittitas Valley"
(3) A second 30-minute follow-up videotape, "Single Lifestyles"

Project Director: Alice Yee

Title Director, Women's Center

Department

Address Peterson Hall
Ellensburg, WA 98926

Institution Central Washington University

Title I HEA State Administrator Doris Coates, Office of Governor - WASHINGTON

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Project RENEW (Renewed Energies and New Entries for Women)

Project Duration: 1976-78

Participants: Adult women

Number Served: 1,300

Project Summary: The purpose of this project was to (1) provide the target group with personal, educational, and career counseling; (2) encourage these women in college reentry by offering degree planning guidance; (3) offer financial planning information; (4) offer management courses focusing on work-related problems; and (5) help elderly women assess their talents and abilities and find constructive outlets in community service or educational reentry.

Methods: A series of workshops and courses designed to achieve the above objectives. Workshop courses were titled: Career and Life Planning, New Roles and Opportunities for Women, College Reentry Course, Financial Planning for Women, Women in Transition, Starting Your Own Business, Financing Your Child's Education, The Mature Women Conference, and Math Anxiety.

Institutionalization, Spin Offs, Future Plans: Project RENEW has affected the institution's plans for the future to include a special emphasis in the Counseling Center for the mature woman returning to school; integration of women's studies courses into the curriculum; the establishment of institutes and workshops as an integral part of the institutional structure; the application for funds through Women's Educational Equity Act to pursue an outreach program for women in the Pacific Basin addressing problems similar to those in Project RENEW; and the continuance of one of the workshops in Project RENEW, "Women in Transition," as an ongoing program.

Materials Developed: A workbook was developed for use in the Career and Life Planning workshop. A bibliography of women's materials available in the Chaminade Library was compiled, reproduced, and distributed to all participants. A directory of social service agencies, especially those designed for crisis intervention, was developed for foreign-born wives.

Project Director: Mary Lou Stott, Doris M. Farrell

Title Project Directors

Department

Address
3140 Waialae Avenue
Honolulu HI 96816

Institution Chaminade University of Honolulu

Title I HEA State Administrator Nils K. Ueki, State Postsecondary Education Commission - HAWAII

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Battered Women in Guilford County: Existing and Future Services

Project Duration: 5/15/77-9/1/78

Participants: Community groups, professional and lay

Number Served: 2,028

Project Summary: This project has had a very real impact in its area of operation. Because of the complete documentation of need, undertaken as the first phase of the project, and cooperation obtained from the Greensboro Police Department, Guilford County, and Municipal Agencies, it was possible to generate community and county commissioners' support for the project. Based on the statistics of incidence of wife battering, a concentrated program of speaking engagements, and film presentations to over 70 community groups, the community as a whole was made aware of this project.

Methods: More than 2,000 individuals were made aware of the problem of existing violence in the family. Four workshops were conducted, primarily for social service professionals; special programs were presented for other professional agencies such as police departments, mental health clinics, family service organizations, Travelers Aid, and drug action councils. An extensive publicity campaign was launched including presentation of influential community leaders.

Institutionalization, Spin Offs, Future Plans: This project was directly responsible for the rejuvenation of "Women's Aid" in two cities (High Point and Greensboro) and the establishment of excellent service programs in each. It was directly responsible for establishing a shelter, or refuge, for battered women in Greensboro, which is being continued with other resources. The program has become well known and has involved the Governor, Legislature representatives, and county and city leaders.

Materials Developed: An Advocate Training Program and Training Manual as well as brochures and other material are available from the project director.

Project Director: Dr. Hyman Rodman

Title Excellence Fund Professor

Department Child Development and Family Relations

Address
University of North Carolina at Greensboro
Greensboro, NC 27412

Institution University of North Carolina at Greensboro

Title I HEA State Administrator Allen W. Rodeheffer, The University of North Carolina - NORTH CAROLINA

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: The Women's Educational Development Project of the Rochester Area Colleges (WEDCO)

Project Duration: 7/1/77-6/30/78

Participants: Community women (especially the under-employed or unemployed)

Number Served:

Project Summary: The purpose of the program is to provide information and referral about community services which will assist women in educational and career planning and achievement. Goals for 1978-79 are to (1) build a network among Rochester area colleges, the Women's Educational Development Committee, and key people in local businesses, unions, government, and human services agencies in order to share information about the special education and training needs of women, unemployment trends and opportunities, and specific programs designed for women; (2) design and carry out an extensive program for assisting women and others with education, career, and life planning; (3) evaluate and disseminate results of our efforts in order to gain and continue regional visibility and credibility; (4) seek funding for future WEDCO activities.

Methods: WEDCO's major emphasis (on a voluntary basis) has been on the creation and implementation of Wider Opportunities for Women (WOW) conferences to inform women about the function of higher education and training in life-career planning and to teach them some basic skills for entering/reentering the academic or working world. With Title I support we will further develop the WOW conference concept and maintain a linkage system of key individuals and institutions involved in women's developmental activities and issues. This year's conference will be followed by a number of small group meetings that will provide continuous information and emotional support for women participants.

Institutionalization, Spin Offs, Future Plans: We are now seeking future funding for a refined and more decentralized WEDCO program for 1978-79. We are also exploring collaborative programming (and funding) possibilities with local colleges, with the Urbanarium Consortium, and with the Volunteer Development Institute.

Materials Developed:

A newsletter

An evaluative report at the end of the conference/training period

Project Director: Alesia H. Edwards

Title Program Director

Department

Address
Rochester Area Colleges, Inc.
50 West Main Street
Rochester, NY 14614

Institution

Title I HEA State Administrator Charles F. Graber, State Education Department - NEW YORK

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: BCC Women's Center

Project Duration: 8/5/74-8/4/75

Participants: Educational services for low-income and older women

Number Served: 305

Project Summary: The project provided a community outreach center to give educational services for low-income and older women. Particular effort was made to serve low-income female heads of households. These women comprise approximately 5% of the adult female population of Penobscot County, the locale of the center. The women also received emotional, social, and cultural support services through supplemental groups such as the Single Mothers Club.

Methods: The center, located on the Bangor Community College campus, had comfortable facilities with room for child care, community meetings, luncheons, and a central area for a career information library. Special programs developed included a three-day symposium, *Women and the Law,* and a session on *Career Development Skills.* Individual counseling was offered on a continuing basis four days and two nights per week. Faculty and staff members of the college worked with the clients. Professional psychological counselors from a local center led discussions for WRC staff training.

Institutionalization, Spin Offs, Future Plans: A consortium of Bangor Community College, Husson College, Eastern Maine Vocational Technical Institute, and Bangor Theological Seminary was established. A second, more sophisticated grant evolved as the Womens Re-Entry Program. Special courses were established in the General-Liberal Studies Program to enhance adult women's self-confidence and awareness of the contributions of women in the humanities. A community advisory committee was formed, bringing valuable ideas from the community and making the community aware of the needs of adult women.

Materials Developed: Several bibliographies of educational materials; data sheets giving information on legal matters, diets and personal grooming, and career requirements and opportunities.

Project Director: Constance H. Carlson, Ph.D.

Title Academic Dean, Bangor Community College

Department Administration

Address
Bangor Hall, Bangor Community College
Bangor, ME 04401

Institution University of Maine and Orono

Title I HEA State Administrator Roberta Worrick, University of Maine - MAINE

Project Title: Women's Reentry Program

Project Duration: 7/1/75-6/30/76

Participants: Nontraditional women in the Greater Bangor area

Number Served: Approximately 750

Project Summary: The program resulted in the establishment of a specialized program for women reentering education which could serve as a model for all nontraditional learners; the promotion of interinstitutional cooperation to use current educational resources to the best advantage; the offering of programs, activities, and services that recognize the many roles of women; the encouragement of women to learn decision making and planning in order to develop personal responsibilities; the provision of appropriate role models of WREP.

Methods: Bangor Community College enlarged its educational counseling and information center. A formal consortium of Bangor Community College, Husson College, Eastern Maine Vocational Technical Institute, and the Bangor Theological Seminary was developed. A community advisory board, made up of representatives from agencies having an educational component, participated actively. The media (newspaper, TV, and radio) gave extensive coverage to the center's activities, thus extending the ideas of the project into thousands of homes.

Institutionalization, Spin Offs, Future Plans: A humanities course on the emerging woman was given. A course was given at Bangor High School for the adult education program. Women's organizations were made more aware of the issues of reentering women. Two groups have provided scholarships for reentering women. A supplemental grant was awarded by the State Bureau of Vocational Education. The Bangor Junior League and the Bangor YWCA established a women's center to continue at the conclusion of the federal funding.

Materials Developed: The library, which consisted of program and workshop materials, education books, and adult education information and catalogs, was divided between the Bangor Community College library and the new center, which was locally sponsored by the two agencies mentioned above.

Project Director: Constance H. Carlson, Ph.D.

Title Academic Dean, Bangor Community College

Department Administration

Address Bangor Hall, Bangor Community College
Bangor, ME 04401

Institution University of Maine at Orono

Title I HEA State Administrator Roberta Worrick, University of Maine at Orono - MAINE

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Community Awareness--Women in Crisis

Project Duration: 7/78-6/30/79

Participants: Women of the community

Number Served: Approximately 200 as of 12/15/78

Project Summary: The goals were: (1) to educate the Quad City Community to the scope of needs of women in crisis, such as battered women, (2) to provide educational opportunities that assist in meeting the identified needs of women in crisis and transition.

Methods:

(1) Workshops open to public on identified areas of need at no charge to participants
(2) Individual resource and educational counseling
(3) Ongoing life transition workshops
(4) Monthly newsletter
(5) Survey of project participants

Institutionalization, Spin Offs, Future Plans: The project is a cooperative effort of the Community Services Division of Black Hawk College and the Quad City Women's Center. Community resources identified during the project will continue to be utilized by both.

Materials Developed:

(1) List of workshop subjects and summary of content
(2) Flyers on each individual workshop
(3) Community resources booklet for women
(4) Curriculum for training volunteer advicates for battered women
(5) Needs assessment from participant surveys

Project Director: Otto W. Schweinberger

Title Dean, Community Services

Address Black Hawk College
6600 - 34th Ave., Moline, IL

Department Community Services Division

Institution Black Hawk College
Quad Cities Campus

Title I HEA State Administrator Jacob Jennings, Jr., Illinois Board of Higher Education - ILLINOIS

Project Title:	Leadership Training for Trade Union Women	**Project Duration:**	1977-78
Participants:	Trade union women	**Number Served:**	60

Project Summary: The purpose of the project was to provide union women with the skills necessary to develop their leadership potential within the union movement and the community. The project also sought to provide stimulation of women trade unionists to seek and to attain leadership roles which traditionally they have not held in the union and the community. It enabled participants to develop a more positive self-concept and an ability to handle specific problems, to demonstrate abilities to speak before a group, and to exhibit a heightened awareness of their own leadership potential by exercising learned skills in union and community activities.

Methods: The project offered 10 weeks of leadership training to union women in both the Gary and South Bend areas. The free course was open to all sectors of organized labor, with classes offered once a week in the evening for three hours, except for two all-day Saturday sessions in Assertiveness Training and Communication Skills. Methods of instruction included films, slides, videotapes, group discussions, lectures, and role playing. Project directors and participants cooperated in the planning, designing and facilitating of a final, two-day conference that allowed participants to demonstrate their new ability to serve in leadership roles.

Institutionalization, Spin Offs, Future Plans: No institutional changes or spin-offs resulted from this project. Several participants have gone on to leadership roles within their union, so the project could be seen as having been institutionalized within the local unions.

Materials Developed: All sessions, including the conference, were taped. Six notebooks of materials and the film *With Babies and Banners* are on file at the Division of Labor Studies Office, 312 North Park, on the Indiana University, Bloomington campus.

Project Director: Susanne Maffei

Title	Southern Regional Coordinator	*Department*	Labor Studies
Address	1700 Mishawaka Avenue, Room 114 South Bend, IN 46615	*Institution*	Indiana University at South Bend

Title I HEA State Administrator A. Michelle Taylor, Director of Federal Programs - INDIANA

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Woman-To-Woman Conference

Project Duration: 1977-78

Participants: Housewives

Number Served: 670

Project Summary: The conference included a variety of experiences. Ruth Carter Stapleton, keynoter of the conference, spoke on "The Freedom to be Your Own Woman." Another general session featured Sister Mariah Dietz who spoke on "Where Can I Just be Myself?" The major portion of the conference was devoted to topic sessions. Among them were The Box We Live In--Stereotyping; Be Good to Yourself--Nutrition and Physical Fitness; Women in the Arts; How to Cope With Depression; Feelings Are O.K.; What Shall I Do With the Rest of My Life?

Methods: Several displays were arranged, one on books of interest to women, and one on do-it-yourself creative ideas. Films were also shown during the two days. The day-and-a-half experience culminated with an ecumenical prayer service.

Institutionalization, Spin Offs, Future Plans: This project had a significant impact upon the Alternate Education Program at Mary College. Three of six members of the planning committee were community leaders along with one adult student and two college staff members. Seventeen presenters for the workshop were local community leaders and ten were faculty members.

Materials Developed: None

Project Director: Mrs. Jeanie Brooke

Title

Department

Address Bismarck, ND

Institution Mary College

Title I HEA State Administrator Orlo A. Sundre, Board of Higher Education - NORTH DAKOTA

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Training Program: Women in City/County Government

Project Duration: 1977-78

Participants: Employed, elected or appointed women in city/county government work and unemployed/underemployed women interest in government service

Number Served: Approximately 100

Project Summary: This project was a direct response to the needs identified in the overall state program of community service and continuing education. It was designed to improve the quality and quantity of city/county government officials and to assist in efforts to strengthen city/county government. This particular project was planned for increased contribution of effectively trained and well-informed women in government. As a pilot project, the city of Houston/Harris County training program and materials serve as a model program of in-service education for future statewide utilization and career development of women associated with city/county government.

Methods: The training program consisted of ten workshops (one day a month for ten months), composed of approximately 100 women. Areas of instruction focused on topics associated with organizational behavior and management. An advisory committee assisted in implementing the instruction and curriculum plans. Program specialists were representative in city/county offices, institutions of higher education, government, and community organizations. Methods included group guidance, lectures, panels, small group work, out-of-class projects, audiovisual presentations, and assigned reading. Needed work projects were defined and promoted. Evaluation was an integral part of the project.

Institutionalization, Spin Offs, Future Plans: The following accomplishments were noted: City government--city managerial operations were more efficient and communication with citizens and the public was improved; County government-coordination was increased between county departments and there was more understanding of budgetary preparation; Community organizations-volunteers were organized into community involvement programs and a spontaneous system of networking dealing with information and resources occurred. A second year project is planned to develop a model training program of four days and a model one-day program.

Materials Developed:

Supplemental Reading Materials: Taping and transcription of program presentation by instructors (program specialists) have been organized for distribution as resource material for Year II project participants.

Survey Instruments: Two instruments, "Demographic Data: and "The Political Interest Survey," were developed and utilized in Year I and will be utilized in Year II.

Audiovisual Film: Filming of selected parts of Session I of the training program series, crediting the Title I project, is in final production.

Project Director: Alice E. Whatley

Title Coordinator, Continuing Education

Department Continuing Education Center

Address Houston, TX 77004

Institution University of Houston

Title I HEA State Administrator Wilbur W. Hurt - Coordinating Board - TEXAS College and University System

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Access for Women to Technology

Project Duration: 6/1/78-8/31/79

Participants: Women wanting a technical education

Number Served: 53

Project Summary: This is a cooperative project between Hartford State Technical College and Hartford College for Women. A pilot group of about 50 women was established to receive math instruction and tech-entry orientation as well as support services, such as career guidance, individual counseling, and group reinforcement. The project is aimed at training women for non-traditional fields, both to develop the career potential of women and to meet the needs of expanding industries.

Methods: Preliminary activities included the survey and assessment of present and near future (five years) needs in technological employment in area industries; development of special tech-entry curriculum and one-year certificate curriculum; formation of an advisory committee from industry and community; and a public relations effort to develop public awareness of opportunities. At the first "Technology Day" informational meeting, more than 200 women attended

Institutionalization, Spin Offs, Future Plans:

Materials Developed:

Project Director: Susan Laun

Title Director of Admissions

Department Admissions Department

Address 401 Flatbush Avenue
Hartford, CT 06106

Institution Hartford State Technical College

Title I HEA State Administrator Phyllis Lary, Board of Higher Education - CONNECTICUT

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Project WHY (Woman Help Yourself)

Project Duration: 1977-78

Participants: Unemployed and underemployed out-of-school adult community women

Number Served:

Project Summary: Project for WHY concerns itself with two primary areas: structural unemployment for women who have never been able to enter the job market and transitional programs for those who are seeking reentry into the world of work. The program operates within the context of three community-based centers, the Bridge Youth Development Center, Leaguers Educational and Cultural Center, and North Ward Educational and Cultural Center. WHY has implemented a comprehensive women's program reaching into three distinct constituencies within Essex County: black women, white ethnic women, and suburban women.

Methods: An extensive recruitment program followed by counseling, workshops, and eventual college courses.

Institutionalization, Spin Offs, Future Plans: As part of Project WHY's community thrust and its impact in increasing the awareness of women's needs, the office of the president is meeting with Project WHY staff as well as other concern college personnel to initiate a center for women on campus.

Materials Developed: None

Project Director: Charles G. Lovallo

Title Associate Dean, Community & Extension Programs

Address 303 University Avenue, Newark, NJ

Department Community Programs

Institution Essex County College

Title I HEA State Administrator Robert C. Holmes, State Department of Higher Education - NEW JERSEY

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Women's Center

Project Duration: 7/1/75-6/30/77

Participants: Majority females over 21

Number Served: 623

Project Summary: The Women's Center was a joint project with the Northern Maine Vocational Technical Institute, serving the geographic areas of Presque Isle, Fort Fairfield, Caribou, and Mars Hill. Many community agencies were involved in the original proposal and the renewal proposal. The largest number of participants was in the 21-35 age bracket and married. The income level was more representative of the low-income women in 1976-77 than during 1975-76. The purpose of the project was to provide information on higher education, ease entrance to higher education, and provide workshops to help individuals gain better awareness of themselves.

Methods:

Minicourses: for example, Assertive Training, Choices, Returning to School, Job-Hunter's Skills

Workshops: for example, Can Women and Men Be Friends? Auto Mechanics, Preparing Your 1977 Tax Return

Lunch-Lectures: for example, Biography of a Maine Woman, Pioneer Women, Franco-American Women

Institutionalization, Spin Offs, Future Plans: UMPI/AAUW Lunch and Lecture Series

Materials Developed:

Twenty-minute slide show about women in history, local women, and the Women's Center

A video tape of vignettes for assertive training

Course materials for all minicourses

Gateways; A Resource Book for Women in Central Aroostook County

Project Director: Richard Cohen, Ph.D.

Title Acting Vice President for Academic Affairs

Department Academic Affairs

Address
181 Main Street
Presque Isle, ME 04769

Institution University of Maine at Presque Isle

Title I HEA State Administrator Roberta Worrick, University of Maine at Orono - MAINE

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Back to School--Back to Work Women's Conference

Project Duration:

Participants: Primarily housewives desiring to enter the work force

Number Served:

Project Summary: The aim of the Back to School--Back to Work project was to provide insight into career and academic alternatives to women in need of this assistance. Generally, they shared one common denominator--a lack of confidence and lack of knowledge as to how to seek a job. The conferences included specific-information sessions, confidence-building sessions, and vocational-interest testing. Other areas were examined, such as financial aid for school, work areas that offer differing opportunities for adults, agency awareness for counseling, testing, job seeking, and child care.

Methods: Twelve conferences in eastern Arkansas cities were presented, centering around the topics Changes in Lifestyle: Reward or Punishment?, Back to School/Back to Work, Where Do We Go From Here?, and the administration of the Strong-Campbell Vocational Interest Test. One of the project directors, Jo Wheeler, explained the importance of vocational interest tests for women who have been away from the academic environment or from the job market and may have changed their ideas and occupational interests. The participants were given decision-making exercises to aid in clarifying their goals and objectives. Each participant was given the opportunity to evaluate the program.

Institutionalization, Spin Offs, Future Plans: Representatives of the state employment agency visited one of the conferences, and the agency has begun surveying job opportunities for women. ASU will continue to hold one conference a year for women desiring this type of assistance, and the fees will be increased in order to make the program self-supporting. The conference will continue to be sponsored through the Division of Continuing Education.

Materials Developed: A folder was produced containing mimeographed material on job seeking, interviewing, resume preparation, decision-making steps, financial aid for students, a bibliography of books and pamphlets on women's issues, and evaluation forms for participants. Individual copies of these folders are available upon request.

Project Director: Marilyn Myers
Jo Wheeler

Title Affirmative Action Director
Assistant Dean for Continuing Education

Department Division of Continuing Education

Address Center for Continuing Education
Box 0000
State University, AR 72467

Institution Arkansas State University

Title I HEA State Administrator Hugh L. Mills, University of Arkansas - ARKANSAS

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Project DART: Development of Human Resources; Awareness of Developmental Problems; Retraining for Active Leadership Roles; Teaching Target Population

Project Duration: 1977-78

Participants: Women reentering the job market

Number Served: 904

Project Summary: The project provided leadership training, promoted awareness of problems and their assessment, developed training workshops, provided a background on common societal problems, instituted counseling for adults, and set up a lecture series.

Methods: Small group experience using Hershey and Blanchard's situational leadership model. Small group experience using transactional analysis and decision-making models. Lectures. Three workshops using panel discussions, small groups, and a lecture.

Institutionalization, Spin Offs, Future Plans: The project will not be continued totally without funding. The career counseling of adults will be continued. The group dynamics workshop will be opened to all adults at a substantial fee. Sister colleges are to be invited to a workshop on the initiation, planning, and implementation of Project DART. Also, a group dynamics workshop will be offered as a teacher-training workshop. Another group dynamics workshop targeted for business people is to be developed. The Archdiocese of Philadelphia will use the workshop series.

Materials Developed: Strong vocational interest blank, situational leadership model and questionnaire, turning point format, career motivation program, transactional analysis model. Films used at discretion of faculty member on topics covered; films vary as faculty changes.

Project Director: Dolores R. Much

Title	Director	*Department*	Counseling/ Placement
Address	Aston, PA 19014	*Institution*	Our Lady of Angels College

Title I HEA State Administrator Harry W. Riemer, State Department of Education - PENNSYLVANIA

Project Title: Training Women for Public Service Careers as Elected Officials

Project Duration: 1977-78

Participants: Women of all ages, races, educational backgrounds, and affiliations

Number Served: 500 directly
125,000 by mass media

Project Summary:

The project provided a model training program throughout Indiana for women interested in establishing careers as elected public officials. It identified women interested in running for public office, demonstrated to women and to the public that women are needed as participants in electoral politics, demonstrated that public service careers for elected officials are worthy of university-based training programs, and provided transferability for the project by developing a model useful for training both men and women to run for office. The project adopted a dual emphasis, providing practical, specific data on how to get nominated or elected, and surveying general issues germane to public service.

Methods:

Five workshops were held at five sites on Saturdays in October and November. The workshops began with a live broadcast of a two-hour panel discussion among elected women officials in Indiana. In the workshops, local politicians presented courses on political campaign techniques and orientations, and the faculty of SPEA presented the public policy issue orientations. The curriculum also included the following: disseminating information on winning political nomination and running a well-planned campaign, providing potential women candidates with an understanding of the written and unwritten rules of operation within government, and giving an understanding of realistic expectations after election.

Institutionalization, Spin Offs, Future Plans: Replication of this project on a national level is being accomplished through a grant to Indiana University by the Women's Equal Employment Act (WEEA). This grant is funding the development of a model training program in public leadership for women to be used nationally. In addition to this nation scope, receipt of the additional grant means that the project, originated under Title I-A funding, will have continued programmatic and budgetary impact on Indiana University and its branch campuses.

Materials Developed: Major project projects were videotapes of the sessions and the project manual, *Women in Politics: Practical Hints for Candidates and Campaigners*.

Project Director: June K. Shassere

Title Statt Associate

Address 143 W. Market Street
Indianapolis, IN 46204

Department School of Public and Environmental Affairs

Institution Indiana University

Title I HEA State Administrator A. Michelle Taylor, Director of Federal Programs - INDIANA

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Affirmative Action Training Program for Women Employed in Local Government

Project Duration: 1977-78

Participants: Municipal administrators and women employees

Number Served: 310

Project Summary: One purpose of the project was to provide a program for municipal administrators which would increase their awareness of (1) career mobility issues of women employees, (2) the legislative background of affirmative action and equal opportunity programs, and (3) the mechanics of these programs. A second purpose was to provide training for a sample group of 60 women. The objective of this training was to provide information which would enhance the participants' chances for upward movement in the organization.

Methods: A survey was administered to gain information about the status of employee career planning and attitudes. From this data and researched information, a one-day seminar was devised for city administrators; two hundred fifty administrators attended on the four dates the seminar was offered. A three-day career-planning seminar was developed for women employees and was offered on three separate occasions. Sixty women attended these seminars. Follow-up activity was conducted five months after the seminars.

Institutionalization, Spin Offs, Future Plans: The seminar was developed to be administered by municipal trainers. A training manual for both the administrators' seminar and women's seminar is available for others to use. Dissemination of the final report and other materials developed will be valuable aids to other municipalities.

Materials Developed:

Training manuals for each seminar consisting of lecture notes, exercises, masters for transparencies, etc.

Career Planning Manual to be used by employees on an independent basis

Final report containing a thorough description and evaluation of this project

Project Director: Antonio Furino

Title Project Director

Address
University of Texas at
San Antonio
San Antonio, TX 78285

Department Center for Studies in Business, Economics, and Human Resources

Institution University of Texas at San Antonio

Title I HEA State Administrator Wilbur W. Hurt, College & University System - TEXAS

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Upward Mobility Program

Project Duration: 1977-79

Participants: Women

Number Served:

Project Summary: This was a project designed to stimulate job mobility for women to meet current affirmative action goals through development and career awareness program.

Methods: Workshops, seminars, and educational TV courses on (1) assessment of individuals' present skills, abilities, and potentials; (2) training sessions in skills development with constant assessment and feedback; and (3) demonstration of current theories in self-development, career development, and communication.

Institutionalization, Spin Offs, Future Plans: A heightened awareness developed in the faculty and administration. Interest in examining the college curriculum and special areas of study will be re-evaluated for additions and revisions to include more in the area of women's studies. Development of continuing services for women and minorities within the current college program is anticipated. There will be an increase in recruitment of women in pursuit of a degree and encouragement of high school women in career development. Establishment of career center is anticipated for the 1978-79 program.

Materials Developed: A workbook was developed for the program with an extensive bibliography, exercises, activities, and guidelines to supplement the units in the program. A slide-tape was produced as a demonstration for local organizations, community agencies, and businesses. It explained the project, its theory, process, etc.

Project Director: Dee Preston-Dillon

Title Title I Coordinator

Department

Address
841 Bishop Street
Honolulu, HI 96813

Institution Hawaii Pacific College

Title I HEA State Administrator Nils K. Ueki, State Postsecondary Education Commission - HAWAII

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Yavapai College Women's Studies Program

Project Duration: 7/1/77-6/30/78

Participants: Adult women

Number Served: 500

Project Summary: This project developed a women's studies program at Yavapai College and implemented a program for adult women (25-65) who are reentering college and the job market. It established and expanded courses in self-concept and career orientation; extended the Women in the Arts class into a two-semester course; developed two new classes, Women's Autobiographies and Women in Drama; team taught an American Literature class with a male instructor; developed a county-wide needs assessment survey for vocational education in cooperation with community representatives; and presented seminars on women's issues.

Methods: Research and dissemination of information through lectures, workshops, curriculum development, classroom instruction, and counseling. The materials that were used were books, slides, bibliographies, poetry booklets, and tapes. Open meetings during faculty orientation were held where slides and a discussion of the women's grant were presented.

Institutionalization, Spin Offs, Future Plans: The day care center to be institutionalized; recruitment of women students; visitations with instructors and deans of women's studies at community colleges and universities in Arizona; one member awarded grant to work on incorporating women artists in art history slide collection; member writing a book on history of women in United States; reentry counselor/director of Women's Studies to be hired; women's center to be formed.

Materials Developed: New grant written for reentry women; curriculums for three new classes developed; Women's Studies bibliography and supplement developed; poetry booklet compiled

Project Director: Donald B. Hiserodt

Title	Dean of Continuing Education	*Department*	Continuing Education
Address	Yavapai College 1100 E. Shildon, Prescott, AZ 86301	*Institution*	Yavapai College

Title I HEA State Administrator Richard R. Erbschloe, Commission for Postsecondary Education - ARIZONA

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Cedar Falls-Waterloo Women's Center

Project Duration: 6/1/77-5/31/78

Participants: All citizens

Number Served: 2,579

Project Summary: The most visible service of the center is its coordinating function for programming. It has been able to reach 5,515 men and women in Black Hawk County during its first two years of federal funding. Along with this aspect of community service it assists in the areas of information and referral, counseling referrals, legal referrals, peer counseling, life planning, self-asessment, confidence building, career information, consultants, in-service resource people, family advocates, supportive services for individuals in need, and advocacy for systems change.

Methods: The center deals primarily in the areas of continuing education and lifelong learning. Diverse programs are offered four times each year and are classified as workshops, classes, support groups, special sessions, general meetings, conferences, and seminars.

Institutionalization, Spin Offs, Future Plans: The impact of the center on the university is seen in the reactivation of the UNI Women's Task Force; the outreach and cooperation with organizations and agencies that has expanded the university's community service program and made the university much more accessible to citizens of the area. The project has presented an opportunity to enhance faculty professional development as faculty are an intricate part of the Center's facilitative staff and continually prepare workshop and lecture materials for presentations. The Center hopes to expand its present services and increase its utilization of the vast resources available to it.

Materials Developed: With the extensive program of activities by the Center, a variety of background and curriculum materials were developed for the specific sessions.

Project Director: JoAnn A. Cummings

Title Counselor

Department Counseling Center
Health Center

Address University of Northern Iowa
Cedar Falls, IA 50613

Institution University of Northern
Iowa

Title I HEA State Administrator Robert F. Ray, State Board of Regents - IOWA

Project Title: Women Helping Women: Meeting the Needs of Kansas Women

Project Duration: 1977-78

Participants: Women

Number Served:

Project Summary: The opportunities which face women today have introduced new problems. While most discriminatory legislation has been abolished, nearly 80% of the women who work must do so to support themselves and a family. Most women are either not aware of the correlation between education and career advancement or uncertain about entering the educational mainstream. Women need sound, current advice about their changing roles. Professional and educational information, which is constantly updated, needs to be presented in a central location that is not threatening to the target audience. Related matters such as child care, monetary problems (credit, insurance), protective legislation, or emotional issues (alcoholism, child abuse, etc.) should be addressed either directly or by referral in the same location. Women need information, support, and a central place to exchange both; in Kansas, this type of place is seldom available.

Methods: Women's centers were established in Manhattan and Concordia, Kansas. In each location, a conference was employed to outline organizational problems and procedures, establish directions for the forthcoming program year, and bring center participants together. Three workshops followed these conferences in each location; each addressing an issue which had been identified by the conference attendants as significant to them and their community. A final conference concluded the program year; its purposes were to evaluate the program made in center development, to establish future goals, and to plan for private maintenance of the center.

Institutionalization, Spin Offs, Future Plans: New courses for Fall 1978 at Cloud County Community College included Family Money Management and Wills and Estate Planning. Paul Boaz, Director of Community Education, Sunflower Mental Health Center, and his supervising agency, the Pawnee Comprehensive Mental Health Center, have agreed to work with the women's center to develop a series of minicourses and workshops. Other organizations which will work with the center are The Motherhouse, Sisters of St. Joseph, The Women's Division of the Chamber of Commerce, and the Business and Professional Women's Association.

Materials Developed: A bimonthly newsletter provided contact between and within the Concordia and Manhattan centers. Distribution of this newsletter throughout the state will enable other cities and towns to follow a plan in their own attempts at cohesive women's programming.

Project Director: Meg Mathewson

Title Program Coordinator

Department

Address 309 Umberger Hall
Manhattan, KS 66506

Institution Kansas State University

Title I HEA State Administrator Gene Kasper, Board of Regents - KANSAS

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Growing Through the Passages of Life: Information for the Adult Woman

Project Duration: 1977-78

Participants: Adult women

Number Served:

Project Summary: Typically, the adult woman is not aware, and has no opportunity to become aware, of the plethora of valuable materials and information available in printed, nonbook, and community resources; nor does she know how to gain access to them and manage their use. This problem was corroborated by the 12 members of the Community Advisory Committee for the program, both with respect to themselves and to their observation of those they represented. The project planned to bridge the gap between the adult woman's insufficient knowledge of available sources of information and the benefits of their utilization. Specific program objectives were (1) to effect behavioral change in the adult woman's information-seeking skills and (2) to provide opportunity for inspection of representative publications. An assessment form at each seminar and one given six months later will measure skills growth and utilization. The content areas are (1) women as health care consumers--physical and mental health; (2) the economics and politics of women's volunteerism; and (3) the woman at work. In all three areas relevant literature and information formats, availability, and use were studied.

Methods: The program consisted of three self-contained three-hour seminars within a four-month period for 70 adult women in each seminar from Emporia and surrounding area. Seminars were conducted by an information specialist in women's studies on the ESU faculty with input in the planning stage from a mental health consultant from the Mental Health Center of East Central Kansas and another from the ESU Center for Personal Growth. The adult women attending the seminars were involved in small-group work for part of the sessions in which they identified an information need and with the guidance of group facilitators, mapped out a step-by-step practical approach for identifying, locating, and utilizing relevant materials.

Institutionalization, Spin Offs, Future Plans: The project resulted in the development of an independent study course in the School of Library Science in which students may continue the project with adult women. Further, a 12-member Community Advisory Committee was activated to assist with the project and is continuing to work with the Library on the needs of women.

Materials Developed: The materials produced for the program included three bibliographies compiled by June Underwood and one guide to libraries and publishers compiled by Florence DeHart. These are not available for dissemination.

Project Director: Dr. Florence E. DeHart

Title Associate Professor

Department

Address Emporia, KS 66801

Institution Emporia State University

Title I HEA State Administrator Gene Kasper, Board of Regents - KANSAS

Project Title: Women's Reentry Needs: Improving Counseling Effectiveness **Project Duration:** 7/1/77-7/30/78

Participants: Mental health and personnel professionals **Number Served:** 141

Project Summary: Objectives of the project were (1) to provide workshops to train counselors in techniques specific to the adult woman, (2) to develop a training model in the form of videocassettes and a guidebook for use during in-service training, and (3) to develop an informal communication network within counties to increase an understanding of agencies available to women.

Methods: Four videocassettes and a guidebook were prepared and presented to 141 professionals in mental health and personnel work during six one-day workshops.

Institutionalization, Spin Offs, Future Plans: The project resulted in increased understanding of job reentry needs of women and the methods best used to handle these needs.

Materials Developed: The four cassettes and guidebook are available. The cassettes deal with the following women's subjects:

Myths and Fallacies
Interests and Responsibilities
Interviewing Techniques and Job Realities
How to Prepare for Further Training

Project Director: Kay Schotzinger

Title

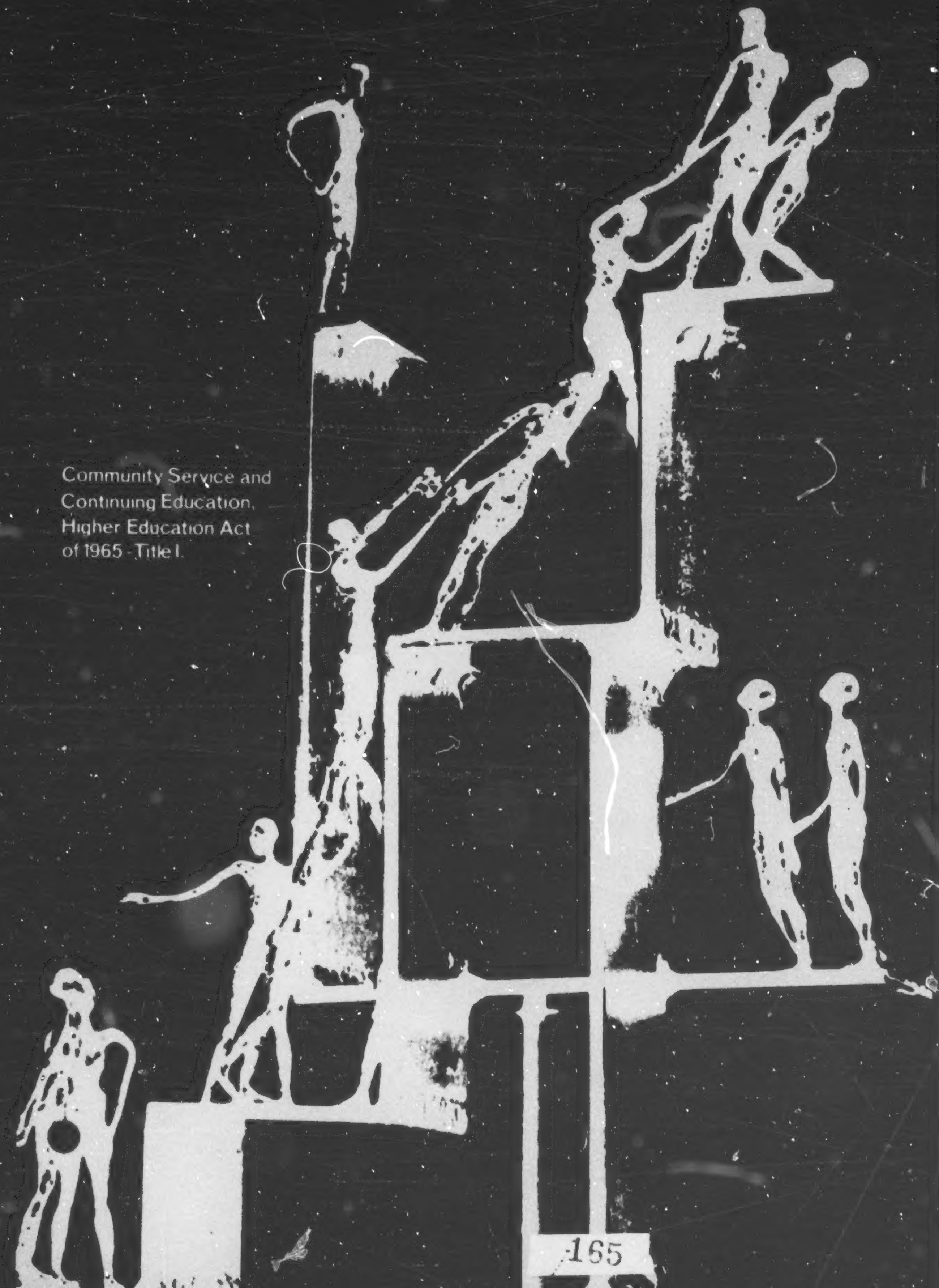
Department Office of Advising and Orientation

Address Kent, OH 44242

Institution Kent University

Title I HEA State Administrator Marlene Rushay, Board of Regents - OHIO

Community Service and
Continuing Education,
Higher Education Act
of 1965 - Title I.



CONSUMER ISSUES

Community Service & Continuing Education

78-186-005

A Higher Education Act, Title I Program Abstract

Project Title: Development of an Indigenous Leadership Network for Consumer Education and Protection in the Spanish-Speaking Community of Dade County

Participants: Spanish-speaking leaders and consumers throughout Dade and Broward Counties

Number Served: 50,000

Project Duration: 7/1/78 - 6/30/79

Project Summary: This project's purpose is to develop an indigenous network for educating the Spanish-speaking community about consumer rights and responsibilities, existing consumer protection mechanisms and how to use them, and sources of consumer information on specific concerns. In addition, it is bringing about a greater awareness of the Anglo community as to the needs and problems of the Hispanic community.

Methods: Short, non-credit courses, workshops, on seminars on those topics identified as of major concern to the target population were offered. Local Spanish-speaking radio and television stations and the Spanish print media will be asked to carry programs and articles dealing with specific consumer matters.

Institutionalization, Spin Offs, Future Plans: Future activities include the development of Spanish-delivered documentaries, additional educational television specials, and news reports designed to attract public interest and stimulate participation in the areas of consumerism. In addition, this project will result in models data and resource materials which have applicability to other continuing education community projects.

Materials Developed: An inventory of Spanish consumer education materials and brochures of locally produced materials are available. Telephone stickers have been developed and printed with the Consumer Protection Office services. A resource handbook has been produced and is constantly being revised. Selected tape scripts, through the use of the University of Miami Tel-Consumer Project, are being developed or revised.

Project Director: Libia Portilla Winslow

Title Project Director

Department Division of Continuing Education

Address
Tamiami Trail
Miami, Florida 33199

Institution Florida International University

Telephone 305/552-2292

Community Service & Continuing Education

78-149-008

A Higher Education Act, Title I Program Abstract

Project Title: Community Consumer Education **Project Duration:** 7/1/78 - 6/30/79

Participants: English and Spanish-speaking consumers **Number Served:**

Project Summary: In the advent of fragmented consumer assistance services among federal, county, and city agencies, Tel-Consumer was funded through Title I in 1977. When Tel-Consumer becomes completely operational, by the end of the current fiscal year, it will serve as a statewide consumer education resource. Through Tel-Consumer the public will have access to information on over 200 consumer related topics presented in either English or Spanish by making use of a toll free WATS line.

Methods: The project originally anticipated contacting approximately 100 agencies for information and refinement of Tel-Consumer programs, however that figure has more than tripled during the first year of the project. Committees have been formed and are presently extracting vital consumer information from the massive amount of data assembled. Through this assimilation, the tapes are developed. Training and resource assistance will make available the various organizations engaged in mass communications through a series of workshops. Training seminars are also planned for government consumer personnel to enhance resource sharing and improve interagency communications.

Institutionalization, Spin Offs, Future Plans: Future activities planned include the expansion of Tel-Consumer promotional efforts in order to increase the public's awareness of this educational tool through the increased use of media exposures, public service announcements, and brochures. Other interested states will also be advised on the replication of Tel-Consumer. Continued workshops and training seminars are also planned.

Materials Developed: Over 200 tapes on consumer related topics presented in either English or Spanish.

Brochures.
Materials used in the workshops and training seminars.

Project Director: Diana L. Walworth

Title Director *Department* School of Continuing Studies

Address P. O. Box 248005
Coral Gables, Florida 33124
Institution University of Miami

Telephone 305/284-2927 or 284-3933

Title I HEA State Administrator

Project Title: Coordinated Community Consumer Education Program

Project Duration: 1977-78

Participants: Low income, minority, and elderly consumers

Number Served: 1,328

Project Summary: The Coordinated Community Education Program was a two-year project designed to establish a system for delivering consumer education to low-income, minority, and senior citizens. Consumer information was disseminated through six urban, suburban, and rural sites around metropolitan Terre Haute. In-service education for personnel from community agencies was offered to train individuals in the delivery of consumer information. A leadership conference for agency personnel, volunteers, and representatives of higher education institutions was held.

Methods: Traditional education "hardware" was not used so as to stimulate use of innovative approaches not typically associated with formal classroom learning. Illustrated flip learning experiences were developed at the six sites. Current issues such as energy conservation and alternative sources of protein were covered. Training sessions were held for personnel and volunteers. Individuals trained through the program then taught additional workshops in the community.

Institutionalization, Spin Offs, Future Plans: Indiana State University Laboratory School personnel have been involved in special consumer education programs since 1973, and the Center for Family Finance and Consumer Education was established in 1965, so this project has been part of a long-term program of the university. The Laboratory School Consumer Education Committee and the Center will continue their involvement with this particular project through the publication and distribution of project materials. Sale of these materials could result in increased revenue for these programs.

Materials Developed: Three volumes of the Community Center Consumer Drop-Ins materials and Consumer Action Packs were developed, and will soon be published by a national publisher. Response cards for process and content evaluation are available and could be adapted by many groups. These, too, are being considered for publication for a national market. In addition, one of the teaching-learning techniques has been identified as useful for a larger market and production possibilities are being investigated.

Project Director: Dr. Mary Gibbs

Title Director, Regional Center for Finance and Consumer Education

Address
Parsons Hall
Terre Haute, IN 47809

Department

Institution Indiana State University

Title I HEA State Administrator A. Michelle Taylor, Director of Federal Programs - INDIANA

Project Title: Consumer Education for Paraprofessionals in Western Kentucky

Project Duration: 1977-78

Participants: Paraprofessional instructors of basic adult education

Number Served: 42 paraprofessionals
227 students

Project Summary: The purpose of the project was to create an awareness and acceptance of consumer education curriculum among those who have the responsibility for adult education in western Kentucky. Workshops were used to involve paraprofessionals. Eventually some 227 adult students were exposed to consumer education by the paraprofessionals who attended the workshops.

Methods: Three workshops were conducted in three different locations. A total of 42 paraprofessionals attended. Workshops were developed on the basis of a survey. Participants were provided with information, materials, and tests which were to be incorporated into their daily class activities.

Institutionalization, Spin Offs, Future Plans: Exposure to a methodology for teaching undereducated adults has made paraprofessionals aware of a need heretofore unrealized. Interaction of faculty with nontraditional students has planted seeds of concern for future efforts with adults.

Materials Developed: None

Project Director: Norman O. Lane

Title Director, Special Programs and Projects

Address Murray, KY 42071

Department Center for Continuing Education

Institution Murray State University

Title I HEA State Administrator Dale Chapman, University of Kentucky - KENTUCKY

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Estate Planning (Consumer Education) **Project Duration:** 1977-78

Participants: Attorneys, CPA's, trust officers, life underwriters, farm/ranch owners, small business owners **Number Served:** 1,500

Project Summary: The estate planning program upgraded professional competence in areas of death taxation planning, estate liquidity, income tax planning for the estate and for the family and trusts thereafter, ownership and beneficiary designations for insurance and benefit plans, closely held business problems, lifetime giving, lifetime income tax planning, and a host of other legal matters connected with the will.

Methods: Four seminars were held around the state of North Dakota during the course of three months. The subjects stated in the summary were presented at these seminars.

Institutionalization, Spin Offs, Future Plans: Jamestown College, with its own funds, will conduct 45 estate planning seminars at various high schools across the state. In addition to the high school seminars, which involve the school's adult education programs, we will be conducting 15 seminars for various banks across the state. Rural businesses and farmers/ranchers were actively involved in the project.

Materials Developed: None

Project Director: Tom E. Gunderson

Title	Assistant to the President	*Department*	
Address	Jamestown, ND	*Institution*	Jamestown College

Title I HEA State Administrator Orlo A. Sundre, Board of Higher Education - NORTH DAKOTA

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Region 14 Consumer Education Program for the Retirement Years

Project Duration: 1977-78

Participants: Personnel working with the elderly and senior citizens in the Lake Cumberland area

Number Served: 1,820

Project Summary: The project had a two-pronged approach. One effort was to further train personnel employed by agencies and organizations which serve the elderly of the Lake Cumberland region. The second effort was to orient senior citizens as consumers, particularly in the areas of health, money management, nutrition, social security benefits, social services to senior citizens, and estate planning.

Methods: The workshop format was chosen for both groups, (1) Programs were offered in conjunction with the noon meal at senior citizen nutrition sites throughout the region. (2) All day workshops were scheduled on a regional basis for professional personnel.

Institutionalization, Spin Offs, Future Plans: Gerontology classes were instituted at the following three colleges: Campbellsville College, Lindsey Wilson College, and Somerset Community College.

Materials Developed: None

Project Director: Lou Cunningham

Title Region 14 Continuing Education Coordinator

Address P.O. Box P
Campbellsville, KY 42718

Department Continuing Education

Institution Region 14 Consortia

Title I HEA State Administrator Dale Chapman, University of Kentucky - KENTUCKY

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Consumer Credit Education Project

Project Duration: 7/1/75-3/31/76

Participants: Rural adults (low income)

Number Served: 105 directly

Project Summary: Pressures on the rural family's budget were causing an increase in the use of consumer credit to purchase even necessities. Increasingly complex laws relative to credit heightened the need for education in the wise use of credit. This project developed a comprehensive curriculum relative to types, sources, and uses of consumer credit; trained rural social workers for giving client assistance; operated a series of community-based public workshops, including media talk shows; and operated credit counseling sessions.

Methods: The director, assistant director, and legal assistant researched the new Maine Consumer Code and relevant literature in cooperation with Maine's Department of Consumer Protection. A curriculum was developed for workshops to train Community Action outreach workers and other human service counselors in how to interpret the code and solve credit problems. Follow-up assistance was provided. Newspaper and radio coverage was extensive. Staff ran orientation workshops to key community groups, and outreach workers organized public workshops in remote locations of Franklin County.

Institutionalization, Spin Offs, Future Plans: The Community Action Council continued to provide consumer credit counseling services. The university has continued projects around family economic self-sufficiency, finding that people need direct assistance in improving their job status. Maine's Consumer Protection Office was closely involved. It developed TV ads and manuals on wise credit use for statewide audiences, incorporating what was gleaned in this project. The handbook was widely distributed to in-state institutions.

Materials Developed: A curriculum for training social service personnel in a 24-contact-hour format, with a slide presentation and related materials, which can be adapted for brief public presentations via transparencies and handouts. *Consumer Credit Handbook,* which can be adapted to fit the state laws and practices in any of the states. It includes the types, sources, mechanics, and legalities of consumer credit.

Project Director: Dr. Charles Lawton
William Stanton

Title Associate Professor of Economics
Instructor in Economics

Department Public Service Division

Address Merrill Hall

Institution University of Maine
Farmington, ME 04938

Title I HEA State Administrator Roberta Worrick, University of Maine at Orono - MAINE

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Consumer Education and Access Project **Project Duration:** 1977-78

Participants: Adults in community **Number Served:** 865

Project Summary: The overall community problem addressed by the project has been the need for continuing education to improve employment and economic conditions, particularly as related to the disadvantaged in economically depressed areas. Specific aspects dealt with were the consumers' relationship to work and the basic survival needs of health, housing, and functional citizenship, which affected their employability and financial conditions. The need for clearer understanding of consumer rights and responsibilities as well as specific skills training were addressed.

Methods: A total of 41 different workshop topics were presented ranging from one to six sessions per topic. A complete list of workshop topics, number of participants, and workshop leaders is available upon request from the state coordinator's office.

Institutionalization, Spin Offs, Future Plans: Many of the project activities will be carried on beyond Title I funding. Liaisons established between community groups in health and housing planning will continue on their own; the Church St. Center will continue to offer consumer-related workshops; the printed resource guides, board training manuals, and audiovisual presentations will be used by community organizations and individuals.

Materials Developed:

1. A guide to area housing programs and resources distributed to individuals and organizations in the community
2. A manual covering organization bylaws, finances, meetings, education, etc. prepared as a guide to board training for use by community groups
3. A resource manual of programs for area youth which outlines both services available and options youth have when facing specific problems

Project Director: Barbara McConnell
Andrea Rogers

Title Director, Church St. Center for Community Education *Department* Continuing Education

Address Burlington, VT 05401 *Institution* University of Vermont

Title I HEA State Administrator Kathleen Trzaskos, University of Vermont - VERMONT

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Consumer Information and Protection Program **Project Duration:** 1977-1978

Participants: Consumers, especially elderly and disadvantaged **Number Served:**

Project Summary: The purpose of the project was to enable community organization/agency representatives to acquire a greater competency in understanding how consumer problems can be resolved and, thus, to enable them to transmit this knowledge to their members and/or clients through "advice and counsel." Through increased understanding of how problem solving can take place, members and clients may be better equipped to participate in consumer activities that lead to a greater awareness of consumer protection methods.

Methods: The workshop was built around one-day seminars dealing with a single theme, Major conferences were conducted on a two and one-half day basis, utilizing topic discussion sessions as the major means of problem-issue understanding and routes to solution. In some cases individual speakers and panels were used. A Speaker's Bureau was used, through which program staff worked with organization and information on a firsthand basis. A monthly newsletter called the *Northwest Consumer Forum* was published.

Institutionalization, Spin Offs, Future Plans: The first expression of success has been the structuring of the Speakers' Bureau to respond to request for speakers, as a follow-up to initial projects aimed at benefiting organization representatives. The college president has given the institute another staff position. As a result of the joint consumer-Bell Telephone panel set up to negotiate solutions to the telecommunications issues, the Northeast Independent Telephone Association is trying to set up such a panel.

Materials Developed: In several cases, special visual materials were produced. Materials utilized from government agencies and others produced by the institute are available. Many workshops were taped and many of these are available in the form of cassettes for reproduction.

Project Director: Dr. Louis S. Meyer

Title Director

Address Edinboro, PA 16444

Department Institute for Community Service

Institution Edinboro State College

Title I HEA State Administrator Harry W. Riemer, State Dept. of Education - PENNSYLVANIA

Project Title: Consumer Education for the Elderly **Project Duration:** 7/1/77-8/1/78

Participants: Elderly **Number Served:** 325

Project Summary: This program was designed to meet the needs of older persons for an understanding of today's marketplace and the multitude of government programs, policies, and regulation directly affecting their lives. The project consisted of a 20-hour training program for senior citizens and professional staff from agencies serving the elderly. A two-hour session was held for each of 10 consecutive weeks in designated centers in Philadelphia.

Methods: The following seminars: Overview of the Consumer Movement, Legal Needs of the Elderly, Debtors and Creditors Rights and Remedies, Advertising, Shopping Practices, Fraud, Products Liability, Housing-Landlord/Tenant Relations, Nursing Homes, Involuntary Commitments, Age Discrimination, Social Security, Supplemental Security Income, Medicare and Medicaid, Wills and Probate, and Taxes. Teaching resources included case studies, films and filmstrips, guest speakers, role playing and simulation games.

Institutionalization, Spin Offs, Future Plans: This program has been expanded in order to reach a larger target population. As proposed, it will not only include the elderly, but other elements of the urban society that have a demonstrated need for consumer protection services. The proposed program is entitled "Consumer and Legal Education in Urban Neighborhoods."

Materials Developed: Selected legal cases, statutes, regulations, articles, and numerous "where to go for help" handouts outlining procedures and available resources.

Project Director: Beatrice O. Greene, Esq.

Title Project Director, C.E.E. *Department* School of Law

Address 1719 N. Broad Street, Room 227D
Philadelphia, PA 19122
Institution Temple University

Title I HEA State Administrator Harry W. Riemer, Department of Education - PENNSYLVANIA

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Operation Recidivism

Project Duration: 1976-1978

Participants: Inmates of the Fresno County Branch Jail

Number Served: 199

Project Summary: Aimed at reducing the recidivism rate among Fresno County ex-offenders by providing them with marketable skills, Operation Recidivism instituted an educational and counseling program designed to provide inmates with the basic educational tools needed to function in society and with counseling directed towards establishing the necessary ego-strength and self-identity that permit the ex-offender to break the ties with criminal element and function independently outside the institution without repeated criminal behavior.

Methods: A core college program consisting of fourteen units of transferable credit (Basic Communication, Career Planning, Reading Improvement, Sociology, Physical Education) was provided to 199 inmates. Supportive counseling services were also available.

Institutionalization, Spin Offs, Future Plans: The program has been continued with the support of the college district and the Fresno County Probation Department.

Materials Developed:

Project Director: Richard H. Handley

Title Associate Dean of Instruction

Department Continuing Education

Address 1101 East University Avenue
Fresno, CA 93741

Institution Fresno City College

Title I HEA State Administrator Russell L Riese, Postsecondary Education Commission - CALIFORNIA

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Project Soledad

Project Duration: 1975

Participants: Soledad Prison inmates

Number Served: 1,686

Project Summary: Project Soledad began as a cooperative effort of Hartnell college, Soledad Prison Staff, and a group of Soledad inmates who were members of the Inmate committee for Higher Education (ICHE). The model to be evolved and demonstrated was a postsecondary educational program for the incarcerated that would have a positive social effect, particularly in view of high recidivism rates. By the second year, due to inmate needs, the project emphasis evolved to providing re-entry/pre-release education and training. This concept viewed education as a rehabilitation/re-socialization vehicle: the emphasis on re-entry education remained during the third year of operation.

Methods: In the past year, Project Soledad has offered seminars eight weeks in length, workshops one day to six weeks in length, and lectures three hours in length, (a total of 140 activities in 1977-78). The grant year is divided into six series of eight weeks in length. Each series contains a group of core offerings in areas of self-awareness, social awareness and community re-entry survival skills. The methodologies used in the project offerings are on an informal, group and individual presentation basis. The majority of the in-prison project operations is conducted by members of the Inmate Committee for Higher Education (ICHE).

Institutionalization, Spin Offs, Future Plans: Researching future funding sources. Project Soledad should serve as a model to other prisoner education programs throughout the country.

Materials Developed: By the end of its fourth year, the project will provide a handbook that can be utilized as a resource by other institutions for implementing a similar program. The Project Soledad experience could be of benefit to institutions throughout the country. The completed video-tapes can be re-used and exchanged with other penal institutions if desired. During the next year, it is hoped to increase the number available. This would both maximize very limited resources and reach a larger number of the incarcerated population.

Project Director: Carolyn Forbes

Title Coordinator, Project Soledad

Department Community Services

Address 156 Homestead Avenue
Salinas, CA 93901

Institution Hartnell College

Title I HEA State Administrator Russell L. Riese, Postsecondary Education Commission - CALIFORNIA

Project Title: Project Impact: Impacting the Criminal Justice System Through Institutional and Community Change

Project Duration: 10/1/77-9/30/79

Participants: Convicted, incarcerated persons, area employers, and career correctional officers

Number Served: 1,460

Project Summary: The purposes of the project are: (1) to improve the self image and clarify the values of incarcerated offenders, (2) to successfully match offenders to jobs and provide sustained and intensive follow-ups to insure success, (3) to provide in-depth, in-service training to area correctional officers, and (4) to enlarge the local, state, and national range of delivery by means of a separate education information model. The project involved the implementation of four basic programs.

Methods: Program 1 is designed to improve the self image and clarify the values of incarcerated misdemeanants through a series of structured group sessions for inmates at the Kent County Correctional Facility. Program 2 involves preliminary training and assistance seminars for employers and sustained follow-up of offenders. Program 3 involves in-service training for those correctional officers who are committed to a career in corrections rather than enforcement. Program 4 involves the articulation and dissemination of our system's approach model.

Institutionalization, Spin Offs, Future Plans: The overall program is intended to be an integral part of a long-term institutional program designed to enlarge the institution's effort in the area of community service and continuing education. Spin-off from the program will result not only in a more precise analysis of the cause of problems within each community where the model is transmitted, but will also result in assisting staff members from colleges and community and governmental agencies to identify the opportunities for cooperative efforts for community/societal problem solving.

Materials Developed: The cohesiveness and integral nature of Project Impact derives in large measure from the principle of shared and coordinated resources. In fact, the crux of the Model Dissemination Program is basically a plan for resource material sharing of ideas, insights, and programs already developed under Title I funding elsewhere.

Project Director: Dr. Robert Riekse

Title Professor of Sociology

Department

Address
Grand Rapids Junior College
235 College Center
Grand Rapids, MI 49506

Institution Consortium: Calvin College
Grand Rapids Junior College

Title I HEA State Administrator Richard J. Smith, State Department of Education - MICHIGAN

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Project No-Return: An Approach to Criminal Rehabilitation

Project Duration: 1977-78

Participants: Inmates at Essex and Union County jails

Number Served:

Project Summary: The project is an educational and motivational program for the incarcerated. It is the intention of the project to provide an educational experience whereby male and female inmates might develop skills that would make them marketable in the labor force. The project will serve as means of establishing self redirection in the lives of the inmates. Inmates will receive tutorial help by college students as well as some professionals in the subject areas of science, reading, English, and social sciences. Special assistance will be given to those inmates who wish to prepare for the GED. An art workshop will use art as a medium of expression and communication. Workshops will be offered in the areas of career and educational opportunities, job application, employment tests, decision making, the law, human relations, and other issues of interest as requested by the inmates. It has a strong component for the selection of inmates as participants as well as the training of student and professional volunteers. College and jail officials play a key role. Evaluational process consists of inmates' perception of the success, staff logs, assessment by evaluation team, and a six-month follow-up of inmates.

Methods: Student/instructors offer instruction in reading, writing, mathematics, art, and English as a second language. All students receive supervision from faculty members. A certified teacher offers instruction in the GED. Classes are conducted at Essex and Union County jails two days a week from 6:30 p.m. until 8:30 p.m. Inmates are selected at the jails via math testing, a writing sample, and a personal interview. Project consists of two semesters of 12-week sessions with a graduation program at the end of each semester.

Institutionalization, Spin Offs, Future Plans: (1) Increased publicity for the college via newspaper articles; (2) students have earned independent study, field placement, and regular course credits through their involvement with the jail project; (3) faculty members function as supervisors of subject areas; (4) future plans are to secure credit-bearing courses (college level) for the inmates.

Materials Developed: Course outlines for English, reading, mathematics, art, English as a second language, and the GED have been developed.

Project Director: Clinton N. Dozier

Title Associate Dean of Students

Department Student Services

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Mahwah, NJ

Institution Ramapo College of New Jersey

Title I HEA State Administrator Robert C. Holmes, Department of Higher Education - NEW JERSEY

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Community Legal Clinic--Operation PEP Elderly Law Project

Project Duration: 7/1/77-9/30/78

Participants: 100 students and 40 paralegals

Number Served: 500

Project Summary: The purpose of the program was to expand assistance to the elderly by providing law students and persons with basic legal skills with an adequate background in certain areas of elderly law. Law students were trained in the practical aspects of providing effective legal service to the urban elderly. Arrangements were made for permanent placement of the paralegal graduates with local agencies, institutions, and community organizations which dealt with elderly persons on a regular basis.

Methods: Seminars were given for members of the University's academic community. Participants generated a number of new courses on aging in their departments. Paralegal trainees participated in interview sessions with students from the Medical Center's Department of Psychiatry. The trainees experienced interviewing problems and then participated in the evaluative discussions afterwards. Substantial redirection took place in the traditional legal classroom instruction. A multidisciplinary orientation was provided in those law courses directed at legal problems of the elderly.

Institutionalization, Spin Offs, Future Plans: New job opportunities opened for paralegals, such as working as mediators in local hospitals and nursing homes. Changes occurred in institutions providing services for the elderly, evident in the increased exposure to and experience with the problems of serving the elderly through contact with the new multidisciplinary clinical law program and paralegal training project. In-house placement of paralegal personnel and direct referral services through Operation PEP and the clinic have resulted in internal changes.

Materials Developed:

- Training materials
- Clinical forms
- Materials on agency practice
- Materials on litigation
- Multidisciplinary materials

Project Director: Eric Sirulnik

Title Professor of Law

Department School of Law and Aging

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Institution George Washington University

Title I HEA State Administrator Lawrence E. Graves, Department of Human Resources - DISTRICT OF COLUMBIA

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Community Education and the Law **Project Duration:** 1977-78

Participants: Adults in the community **Number Served:** 670

Project Summary: The project objectives were to (1) remedy the communication gap between professional administrative agency personnel and the persons whom they are committed to serve, (2) bridge the gap between lawyers and other members of the legal community and people of low income who would require their services, (3) facilitate the dissemination of regulations, statutes, guidelines, and other helping aids so that both groups may learn to function more effectively in the community interest.

Methods: Day-long workshops were conducted in downtown locations on energy; problems of the elderly; juvenile justice; unemployment/job discrimination/job development; landlord/tenant relations. Other methods included a street fair for disseminating information and stimulating dialogue on energy problems, and a videotape presentation on case studies and examination of the areas of language as a way of gaining power or understanding.

Institutionalization, Spin Offs, Future Plans: One indicator of the impact of the project on the local community was the increased use of Woodbury Associates Legal Clinic services (two-year paralegal institution) by members and groups in the community and by increasing numbers of low-income individuals who now know of Woodbury's expertise and willingness to serve their needs. These individuals are being referred to the institution by agency personnel with whom the institution developed relationships because of the grant.

Materials Developed: Problem-solving exercises, resource lists, and consumer protection guidelines.

Project Director: Nancy Joerres

Title Staff *Department* Legal Issues

Address Middlesex, VT *Institution* Woodbury Associates

Title I HEA State Administrator Kathleen Trzaskos, University of Vermont - VERMONT

Project Title: Volunteers in Prevention

Project Duration: 7/1/77-9/30/78

Participants: Senior citizens

Number Served: 1,420

Project Summary: The objective of the program was to train a cadre of volunteers in various aspects of crime prevention who would, in turn, conduct crime prevention seminars for senior citizens in Connecticut.

Methods: The project was divided into four phases. During the first phase, project staff compiled handouts, research reports, studies, booklets, and other information. Materials were collected from various local crime prevention agencies as well as national agencies in the area of crime prevention and the elderly. The second phase was the direct training of volunteers in areas of sensitivity to the needs of the elderly, information on the topic, and techniques of training and group discussion. The third phase was workshops provided to the community conducted by the trained volunteers in cooperation with faculty coordinators at each college. The fourth phase involved evaluating forms distributed to the elderly in attendance. More than 90% of the participants found the program excellent.

Institutionalization, Spin Offs, Future Plans: All participating institutions are considering new courses (which will become part of regular degree programs) and also special continuing education offerings. Experience gained in this project will be used in another Title I project entitled Valley Video Forum, which will be conducted at Housatonic Community College during the 1978-79 academic year. Plans have been made for continuing project activities in the greater Bridgeport, Waterbury, and Manchester areas. For example, Housatonic Community College will assist Action for Bridgeport Community Development in their new crime prevention project funded by LEAA.

Materials Developed: The project staff conducted a half-hour television program concerning crime prevention and the elderly which aired on the Connecticut public television network April 1, 1978.

Project Director: Dr. Edward C. Keane

Title Chairman

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511 Barnum Avenue
Bridgeport, CT 06608

Department Department of Human Services

Institution Housatonic Community College, Manchester Community College, Mattatuck Community College

Title I HEA State Administrator Phyllis Lary, Board of Higher Education - CONNECTICUT

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Law Enforcement Management and Administration Training

Project Duration: 8/1/78-6/30/79

Participants: Small-town police administrators

Number Served: 110

Project Summary: The purpose of this program is to provide training for small-town law enforcement administrators in law enforcement management and administration. The concept was developed as a result of information which showed that most small-town law enforcement agencies in Oklahoma are lacking in management and administrative skills and there is little opportunity for in-service training within the departments. The concept and program received support from the Oklahoma Council on Law Enforcement Education and Training and the Oklahoma Crime Commission.

Methods: A 40-hour workshop was conducted covering areas of management and administration which related directly to the operation of local law enforcement agencies. Prior to the workshop, 100 small-town police departments were contacted concerning the curriculum outline and training model. During workshop, materials were presented by 10 instructors using lectures, audiovisual material, handouts, class exercises, and group discussion. On the final day, the project was evaluated by those in attendance.

Institutionalization, Spin Offs, Future Plans: Evaluations of the workshop were positive and another workshop will be conducted in April 1979. A new training model will be developed to address additional areas and expand on areas previously covered. There will be a conference between instructors and small-town law enforcement executives to work together in the development of the training model. With this workshop, a major breakthrough has been made for small-town law enforcement agencies and every effort will be made to continue such assistance in the future.

Materials Developed: A training model covering: The Influence of Governmental Patterns Upon the Quantity and Quality of Law Enforcement Services; Law Enforcement Executive Leadership; Fiscal Management and Program Planning Budgeting System (PPBS); Pressure Groups That Affect the Law Enforcement Function Within the Community, and Administration Responsibilities; Managing by Objectives/Results; The Planning Process for Law Enforcement Executives; Managerial and Administrative Functions of the Law Enforcement Executive; Organizational Development Skills for the Law Enforcement Executive; Managing for Results for the Law Enforcement Executive;

Project Director: William D. Parker

Title Director, Criminal Justice

Department Bureau of Government and Public Services

Address LA 102 C, Central State University
Edmond, OK 73034

Institution Central State University

Title I HEA State Administrator Jerry L. Hargis, State Regents for Higher Education - OKLAHOMA

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: The Improvement of Police/Community Relations

Project Duration: 7/1/77-8/31/78

Participants: Community residents, teachers, school administrators, students, and law enforcement officers

Number Served: 744

Project Summary: During the course of this project, citizens of the community and law enforcement agencies of Cumberland County and Fayetteville came together and openly discussed problems and possible solutions to these problems. Attendees at the workshops and seminars included a diverse cross-section of the community--mainly concerned citizens interested in reducing crime in a fast growing civilian/military community.

Methods: After several public meetings conducted to achieve consensus as to the priority of the problems existing, additional meetings with concerned citizens and law enforcement officials were held to determine what should be done about these problems and recommendations were made to governmental agencies for action.

Institutionalization, Spin Offs, Future Plans: Improved relationship of community residents and law enforcement personnel resulted from the project. The recommendations resulting from the seminars have been transmitted to governmental officials and agencies that have the authority to act upon them. The extent to which these recommendations are implemented will determine the effectiveness of this project.

Materials Developed: Brochures and meeting agendas

Project Director: W. C. Freeman

Title Coordinator, Satellite Campuses

Department Continuing Education

Address Fayetteville State University
Fayetteville, NC 28301

Institution Fayetteville State University

Title I HEA State Administrator Allen Rodeheffer, Board of Governors - NORTH CAROLINA

Project Title: Teacher-Student Rights

Project Duration: 1977-78

Participants: Individuals directly involved with education

Number Served: 300

Project Summary: The workshops were conducted at eight strategic locations throughout North Dakota. The purposes of the workshops were to clarify and expand on the legal concepts promulgated in the handbook and to provide a working knowledge of legal standards through simulated case studies for the practical application and classroom setting.

Methods: After a pretest, all participants were divided into sextets. Each sextet consisted of school board members, administrators, and teachers from different school districts. The sextets considered case studies and rendered a decision. Once the decision was rendered, a discussion as to the relation of the handbook followed. There was a short question and answer period.

Institutionalization, Spin Offs, Future Plans: The publication *Legal Aspects of Student Discipline in North Dakota Public Schools* has been included as part of the curriculum at NDSU, with several other colleges considering adoption. The distribution of the *Student Rights and Responsibilities Handbook,* constructed by a task force of the North Dakota State Department of Public Instruction, has aroused interest in parents, professional associations, and other organization.

Materials Developed: *Legal Aspects of Student Discipline in North Dakota Public Schools,* which has been disseminated to every school district in North Dakota

Project Director: Virgil D. Gehring

Title Director

Address Fargo, ND 58102

Department Continuing Studies

Institution North Dakota State University

Title I HEA State Administrator Orlo A. Sundre, Board of Higher Education - NORTH DAKOTA

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Development and Delivery of Training and Instruction Resources for Execution of Civil Process

Project Duration: 1977-1978

Participants: Sheriffs, constables, deputies, faculty, attorneys

Number Served: 225

Project Summary: The purpose of this project was to develop a loose-leaf manual as a guideline for serving civil process in Texas. The manual outlines simplified procedures which assure that state statutory requirements with regard to civil process are met. The project offered four area seminar/workshops to acquaint sheriffs, constables, deputies, and other interested persons with the manual and to provide an opportunity for discussion of problems facing individuals who are presently serving civil process.

Methods: Methods used in implementing this project were (1) employing a local attorney as project manager; (2) establishing an Advisory Committee composed of sheriffs, deputies, constables, attorneys, and faculty members; (3) compiling and drafting a manual for approval by the Advisory Committee; and (4) conducting four workshops--in Abilene, Snyder, Breckenridge, and Brownwood.

Institutionalization, Spin Offs, Future Plans: Impact of the project on ongoing programs of colleges and universities has been minimal. A copy of the manual has been presented to the three institutions of higher learning for inclusion in their libraries. Copies have been given to professor Noel Callaway and to instructor Billy John Edwards, Hardin-Simmons University, Abilene. We are in contact with the Texas Sheriffs' Association concerning possible funding for a yearly update of the manual.

Materials Developed: A 409-page manual covering civil jurisdiction, service of citation, exempt property, attachment, garnishment, sequestration, levy of execution, injunctions and restraining orders, subpoenas, forcible entry, distress warrants, election code provisions, mental health code provisions, miscellaneous provisions of the family code, costs, fees, allowances, and abandoned property, with an introduction and a gloss. (selling price, $10.00)

Project Director: Dr. G. Norman Weaver

Title Executive Director

Department Continuing Education

Address
P.O. Box 941
1325 Ambler Avenue
Abilene, TX 79604

Institution Tri-College Continuing Education

Title I HEA State Administrator Wilbur W. Hurt, College and University System - TEXAS

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Community Legal Education Project

Project Duration: 6/77-7/78

Participants: Older citizens and general population of Las Cruces, New Mexico

Number Served: 550

Project Summary: A primary objective of this project was to provide laypeople in southern New Mexico with a basic background in the law so that they might understand the functioning of the legal system, learn their basic legal rights and obligations, and learn to identify legal problems that require the assistance of an attorney.

Methods: In order to inform potential participants, a broad publicity campaign was organized. Bilingual (English, Spanish) brochures were printed and distributed. Local news media publicized the program. At the beginning of the first class meeting, participants were informed that the purpose of the classes was to educate them regarding their basic legal rights and responsibilities. They were told that the classes were designed neither to encourage the unauthorized practice of law, nor to enable them to solve personal legal problems for themselves. The next 11 classes covered a variety of legal topics useful to the layperson.

Institutionalization, Spin Offs, Future Plans: There has been some effort to continue this project with participant fees. However, this has not happened to date. Work is progressing toward that end.

Materials Developed: An 82-page booklet was developed. "A Layperson's Guide to New Mexico Law" contains much of the information presented in the classes.

Project Director: Robert W. Piatt, Jr.

Title Assistant Professor of Law

Department

Address School of Law, University of Oklahoma
Norman, OK 73069

Institution University of Oklahoma

(Project director has moved since completion of the project. For information, write to the New Mexico Title I State Agency.)

Title I HEA State Administrator Thomas E. Wilson, Board of Educational Finance - NEW MEXICO

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Local Government and Law Education Programs **Project Duration:** 7/1/77-9/30/78

Participants: Emerging community leaders **Number Served:** 45

Project Summary: This project was set up to identify 45 motivated and emerging community leaders and provide instruction and a setting for them to learn about the dynamics and needs of the Charlotte-Mecklenburg, N.C., community. These 45 individuals were involved in structured learning experiences in action group assignments and in eleven sessions focusing on various community problems and processes. A broad array of political and government leaders served as resource persons and seminar leaders.

Methods: Identification of emerging leaders in the Charlotte-Mecklenburg area was made by a nominating committee composed of 27 knowledgeable persons. The potential leaders identified and accepted into the program included individuals from the business and black communities, neighborhood and women's organizations, the school system, and the two major political party organizations. Working closely with the Chamber of Commerce and city government, the University took a lead role in this project.

Institutionalization, Spin Offs, Future Plans: Plans are being made to continue this effort on a recurring basis when management and funding arragements are firm.

Materials Developed:

Manual "Boards and Commissions in Charlotte-Mecklenburg County: Opportunities for Volunteers"

Project Director: Dr. Schley R. Lyons

Title Chairman, Political Science Department *Department* Political Science

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UNC at Charlotte
Charlotte, NC 28223

Institution
University of North
Carolina at Charlotte

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Title I HEA State Administrator Allen W. Rodeheffer, University of North Carolina -
NORTH CAROLINA

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Postsecondary Educational Opportunities for Inmates

Project Duration: 7/1/77-6/30/78

Participants: Inmates at Idaho State Correctional Institution

Number Served: 74

Project Summary: A three-semester college program is offered for qualifying inmates. It is a planned curriculum leading towards a two-year program of general and required college courses. The inmates can acquire two years of college credit transferable to any college in the state toward a degree.

Methods: College-type lecture and laboratory classes are conducted within the prison walls. Curriculum materials are standard Boise State University course materials and classes are taught by Boise State University faculty members.

Institutionalization, Spin Offs, Future Plans: College level courses had not been available to inmates before the Title IA grant. Currently, the Correctional Institution has included in its budget request a request for state money to support this college-level program. Recidivism of the inmates who have taken the two-year program has decreased. It has given inmates a focus and in some cases an insight into themselves.

Materials Developed: Curriculum materials

Project Director: William L. Jensen

Title Director, Continuing Education

Department Continuing Education

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1910 University Drive
Boise State University
Boise, ID 83725

Institution Boise State University

Title I HEA State Administrator Rose Bowman, Postsecondary Education Commission - IDAHO

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: CARP--Criminals Are Really People

Project Duration: 1977-78

Participants: Persons incarcerated in Delta County jail and those on probation to courts

Number Served: 100

Project Summary: CARP Project thrust has been development of a comprehensive rehabilitation program to meet the many and varied needs of those incarcerated in the Delta County jail and those on probation to the Delta County courts. As a result of this effort, Delta County inmates and persons on probation now have the opportunity to receive a variety of services provided by community agencies, educators, professionals, and volunteers. In addition to this, the Delta County jail inmates now have a library and a classroom, and an outdoor recreation area is currently in developmental stages. These services have been made available through recruitment and coordination of currently existing community human service resources.

Methods: Several inmates and the project director cooperatively took on the task of assessment of service needs. It was mutually agreed upon that the services most needed by the inmate population are within the areas of education, alcohol and substance abuse counseling, employment and general individual problem solving. Once service needs were determined, providers were recruited from the ranks of those already providing similar services within our community. Providers' activities were then coordinated with the everyday activities of the inmates and the jail staff. Coordinator of ongoing services, inmate service referral, and continued assessment of additional service needs and provider recruitment are an integral part of the program as it functions today.

Institutionalization, Spin Offs, Future Plans: Service providers, jail staff, representatives, and the project director now hold monthly meetings. These meetings have several purposes: (1) open communication channels; (2) allow for the discussion of provider and jail staff problems; (3) allow for a cooperative approach when providers share a mutual client; (4) facilitate discussion of future plans, goals, and needs of the CARP Project. In addition to this, it is anticipated that, as the group of providers and jail staff become more closely linked, they will be able to take on more of the responsibilities of the project director. This would ensure continuation of the CARP Project should funding end. Additional spin-offs include a specialized encounter group for women shoplifters.

Materials Developed: Explanatory brochure is in developmental stages.

Project Director: James A. Barr

Title Community Services and Resource Development

Address
U.S. 2 and 41 at Danforth Road
Escanaba, MI 49829

Department Community Services and Resource Development

Institution Bay de Noc Community College

Title I HEA State Administrator Richard Smith, Board of Education - MICHIGAN

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Community Legal Clinic--Operation PEP Elderly Law Project

Project Duration: 7/1/77-9/30/78

Participants: Students and elderly paralegals

Number Served: 500

Project Summary: The purpose of the program was to expand assistance to the elderly by providing law students and persons with basic legal skills with an adequate background in certain areas of elderly law. Law students were trained in the practical aspects of providing effective legal service to the urban elderly. Arrangements were made for permanent placement of the paralegal graduates with local agencies, institutions, and community organizations which dealt with elderly persons on a regular basis.

Methods: Seminars given for members of the university's academic community represented cooperative efforts of various departments to inform others about the work being done in areas of study which affect the aging. Department participants generated a number of new courses. Paralegal trainees participated in interview sessions with students from the Medical Center's Department of Psychiatry. The trainees experienced interviewing problems and then participated in the evaluative discussions. Substantial redirection took place in the traditional legal classroom instruction. A multidisciplinary orientation was provided in law courses directed at legal problems of the elderly.

Institutionalization, Spin Offs, Future Plans: The program opened new job opportunities for the paralegals, such as the request to have them work as mediators in local hospitals and nursing homes. Institutions providing services for the elderly experienced increased exposure to the problems of serving the elderly through contact with the new multidisciplinary clinical law program and paralegal training project. A number of internal changes have been made possible by the in-house placement of paralegal personnel and the direct referral services through Operation PEP and the clinic.

Materials Developed:

Training materials
Clinical forms
Materials on agency practice
Materials on litigation
Multidisciplinary materials

Project Director: Eric Sirulnik

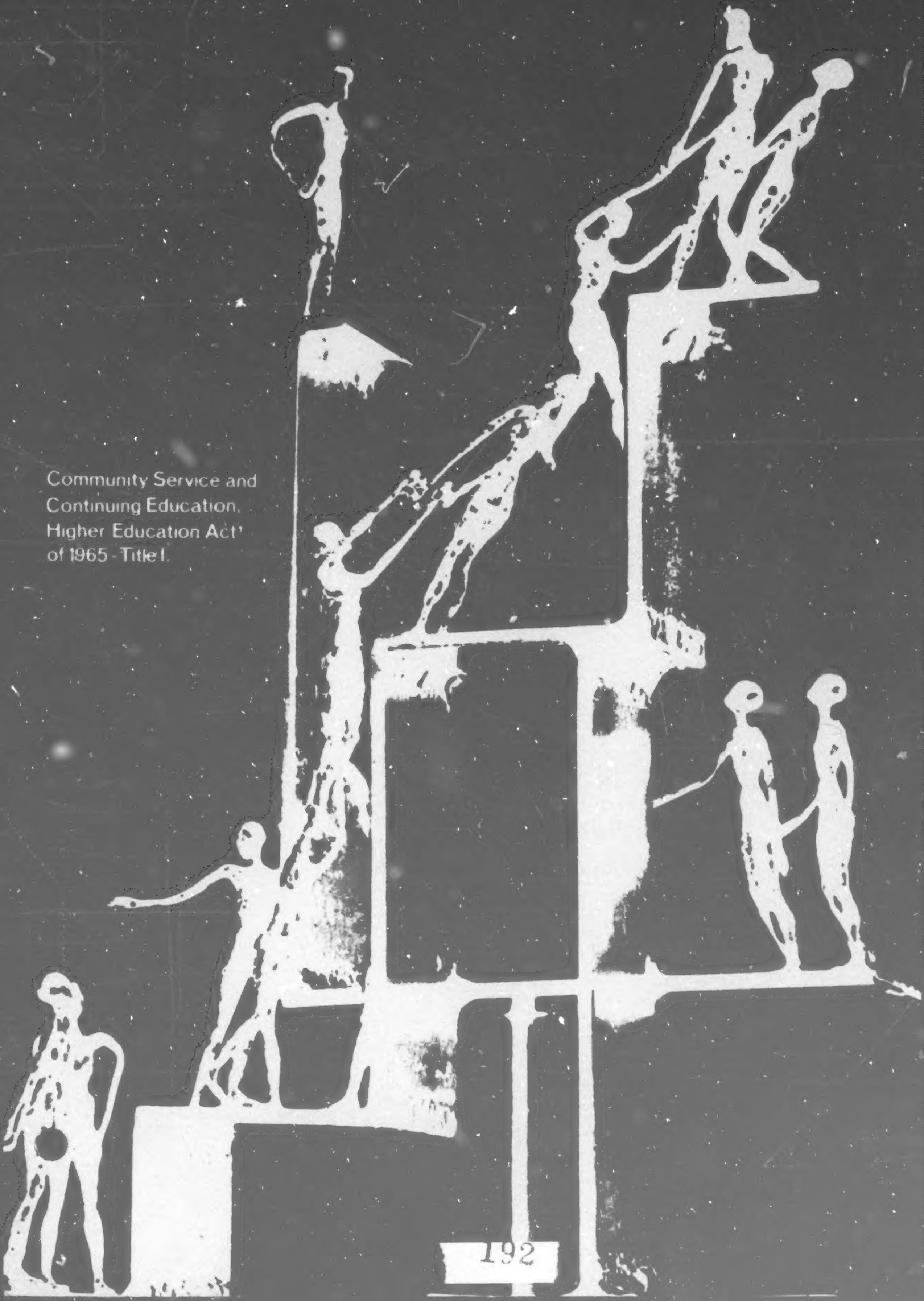
Title Professor of Law

Department School of Law and Aging

Address 2000 H Street NW, Suite 101
Washington, DC 20052

Institution George Washington University

Title I HEA State Administrator Lawrence E. Graves, Department of Human Resources - DISTRICT OF COLUMBIA



Community Service and
Continuing Education,
Higher Education Act'
of 1965 - Title I.

CAREER COUNSELING

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Ocean County College Career and Educational Information Center

Project Duration: 1976-79

Participants: Out-of-school adults

Number Served: 9,500

Project Summary: The Center offers seminars, workshops, forums, conferences, and private consultation in educational planning, career development, and the transitional phases of adulthood to out-of-school adults by focusing on the following: (1) development of the whole person, (2) career information, exploration, and placement, (3) educational information and counseling, (4) programs to explore the family in transition. Center staff conducts feasibility studies, presents off-campus presentations and staff development seminars to service agencies and local interest groups, and develops talent bank from Career Development program.

Methods: The Center is the vehicle, both on and off campus, through which the out-of-school man and woman can pursue an understanding of his and her personal human development, particularly as it relates to the educational and career experience. We accomplish this via a referral network, a resource library, active participation in the Ocean County College Speakers Bureau, in addition to hundreds of ongoing seminars and one-day workshops. Further, Senior Nutrition Centers and Retirement Villages provide expertise and physical resources where appropriate.

Institutionalization, Spin Offs, Future Plans: The position of project coordinator was institutionalized, in addition to receiving a promotion to full director. A half-time secretary was also institutionally absorbed. Spin-offs were realized in (1) becoming a model, i.e., numerous colleges have sought our "how to" expertise, (2) community visibility and acceptability, as evidenced in requests for lectures and workshops on "Adults in Transition" philosophy, (3) senior citizen projects, i.e., TV shows, outings, seminars, (4) Sojourners (Oean County College campus organization) growth as viable component of older students in transition. Future plans include increased off-campus programming.

Materials Developed:

1. Evaluations for each program topic
2. Questionnaire for longest running human growth and development seminar (New Horizons)
3. Numerous handouts on psychological, sociological, and philosophical learnings
4. Poetry and short writings of program participants

Project Director: Dr. Kenneth Kerr

Title Dean of Students
Department Student Affairs
Ilene Cummings Project Coordinator, Director, the Center for Adults in Transition
Address CN 2001
Toms River, NJ 08753
Institution Ocean County College

Title I HEA State Administrator Robert C. Holmes, Department of Higher Education - NEW JERSEY

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Career Education

Project Duration: 8/1/78-6/30/79

Participants: Area high schools, ESC offices, libraries, Chickasaw Nation Counseling Center, community organizations

Number Served: 7,500

Project Summary: The purpose of the project is to communicate the junior college mission to our service community with an emphasis on the technical education programs available in junior colleges and our institution in particular. The career information contained in the material will emphasize the new status of technicians in our society, the requirements for selected programs, the employment potential, and the unique opportunities available only in the junior college's two-year programs. The involvement of educators, business and industry, ESC offices, BIA Counseling Center, libraries, and persons seeking a career will provide a sound base for new interest in junior college technical programs.

Methods: Information will be carefully prepared in three formats: the spoken word, printed information, and slide/tape presentations. Four seminars will be conducted for high school counselors, industrial arts instructors, vocational agriculture instructors, and personnel managers from business and industry. Community organizations will be contacted and a 25-minute program prepared for presentation. Printed material highlighting and reinforcing both the spoken message and the slide/tape programs will be distributed.

Institutionalization, Spin Offs, Future Plans: With the development of the career information and a procedure for distribution, the institution can and will update the material as necessary and continue with the established distribution cycle. Thus, the institution will take its career education information to a wider population both in quantity and geographical area. The cooperating agencies will benefit by being able to serve their clients with accurate up-to-date information concerning specific technical education programs in the ongoing process.

Materials Developed: Technical career information in the form of speeches, printed brochures, and slide/tape presentations about:

- Electronics technician
- Nursing technician
- Veterinary technician
- Electromechanical technician
- Drafting and design technician
- Metallurgy technician
- Mid-management technician
- Farm and ranch technician
- Professional secretary
- General technical career information

Project Director: Dennis Toews

Title Director, Educational Media-Public Service Officer

Department Learning Resource Center

Address Murray State College
Tishomingo, OK 73460

Institution Murray State College

Title I HEA State Administrator Jerry L. Hargis, State Regents for Higher Education - OKLAHOMA

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Effective Leadership for Community Service and the World of Work

Project Duration: 1977-78

Participants: Community and work place leaders

Number Served: 184

Project Summary: This program's goals were to present an overview of the responsibilities characteristic of the work force and/or community leadership position, assist the work force and/or community leader to develop practical leadership skills, discuss and practice those basic leadership skills which are essential to the leaders' total effective technique, and incite and encourage the leader to develop a skills checklist conducive to his or her personal growth and satisfaction.

Methods: Two-day conferences covered the following topics with the aid of appropriate handout materials: how to be a more effective supervisor, learn what to expect from those you supervise, become aware of what those you supervise expect from you, content of the unwritten contract, relate output from one department to another, operate when you are in the middle, not fail as a manager, delegate effectively, control your time, get better results through motivation, improve your personal effectiveness, communicate up and down more effectively, and things that hinder this communication.

Institutionalization, Spin Offs, Future Plans: This project allowed an expansion of service to the residents of North Dakota. One hundred and eighty-four persons representing agencies and businesses participated. Pre-contact visits to several sites were made to discuss content.

Materials Developed: Materials produced were designed for this specific project.

Project Director: Orlin D. Bakken

Title Director

Department Continuing Education

Address Wahpeton, ND

Institution North Dakota State School of Science

Title I HEA State Administrator Orlo A. Sundre, Board of Higher Education - NORTH DAKOTA

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Mission Transition

Project Duration: 6/1/77-8/31/78

Participants: Adults in transition

Number Served: 2,174

Project Summary: This project provided counseling and noncredit educational activities for adults facing situations of transition such as marriage, divorce, parenting, and career change. The Career Awareness Center at the college was made available to adults not enrolled in academic programs for career information, testing, and counseling. A Women's Resource Center was started to give specific assistance to women. Noncredit workshops and seminars were offered in the educational phase of the project.

Methods: Through a media campaign, the public was informed of the availability of the Career Awareness Center for career assistance. Counselors provided testing and career counseling. The Women's Resource Center provided career counseling, presented workshops on topics such as Women and the Law, Assertiveness Training, and Coping with Divorce, and sponsored discussion groups and brown-bag lunch activities. Limited personal counseling was provided; persons having severe problems were referred to a regional mental health center.

Institutionalization, Spin Offs, Future Plans: This project is continuing with a second year's grant from Title I-HEA.

Materials Developed: None

Project Director: Becky A. Hunt

Title Assistant Director

Address Parkersburg, WV 26101

Department Continuing Education/Community Services Division

Institution Parkersburg Community College

Title I HEA State Administrator Joyce W. Daniels, Board of Regents - WEST VIRGINIA

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Community Access to College-Based Career Development Services

Project Duration: 1977-78

Participants: Community residents, CETA staff, supervisors, and crewleaders

Number Served: 175

Project Summary: This project makes available to residents of Yates County services provided by Keuka College which will enchance career development, supervision of employees, and compatibility of work crews. This is the second year that Keuka College and the Yates County CETA-Manpower Office have received funding under Title IA, HEA. The program is designed to (1) provide training to improve supervisory skills for four diverse groups of on-job training supervisors in Yates County; (2) provide job-readiness workshops for two groups of CETA clients; (3) provide a job-readiness workshop for one group of displaced homemakers; (4) provide a workshop concerning job-readiness for non-CETA citizens considering career change or re-entry; and (5) secure staff time sufficient for the efficient administration of the total project.

Methods: Mostworkshops have been conducted on a seminar basis, including those for the benefit of CETA staff. While many of the participants in the job-readiness workshops were selected and screened by CETA and the local state employment office, those participating in other workshops were recruited by Keuka College in conjunction with local businesses and nonprofit organizations. Utilization of college faculty and staff permitted workshop participants to engage in both lecture and group discussion techniques. Assignments outside the group meetings were necessary, particularly in the job-readiness workshops.

Institutionalization, Spin Offs, Future Plans: The college has already submitted, in conjunction with the local office for the aging, an application for a Title I Grant for FY 1979 to serve aging and handicapped populations in a three-county area. Although many of the proposed programs for 1979 will be offered on an outreach basis, there have been numerous advantages in holding current offerings on our campus. Local residents have been exposed to library resources and other facilities on the campus. The College will also be able to expand adult and continuing education programs.

Materials Developed: A summary of the current program will be made available to all members of the Rochester Area Colleges Consortium, of which Keuka is a member. Additionally, resource materials purchased by Title I programs will be made available continuously to residents of the area and to our own student body. The greatly expanded holdings in career counseling and life/work planning are also available to CETA staff employees and to persons referred by that agency.

Project Director: Harold Gray

Title Director of Career Counseling

Department Office of Career

Address Keuka College, Keuka Park
NY 14478

Institution Keuka College

Title I HEA State Administrator Charles F. Graber, Grants Administration Unit - NEW YORK

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Center for Adult Career Education

Project Duration: 6/1/77-5/31/78

Participants: Adults in Hinds, Rankin, Warren, Yazoo, and Madison Counties

Number Served: 606

Project Summary: The objectives of the project were to make available basic career information for adults of the community, to offer test batteries to develop leadership programs, and to develop decision making skills through group work and structured experiences.

Methods: The project utilized the Career Development Center and the continuing education program at Mississippi College. Individual test batteries were administered to adults needing services offered by the Center. Individual counseling sessions were offered. Leadership and communication sessions were scheduled on a six-week rotating basis and made available to those who sought advancement in their present career or a career change.

Institutionalization, Spin Offs, Future Plans: None - Project was completed.

Materials Developed: None

Project Director Mrs. Lynda Lytal

Title

Department Career Development Center

Address Mississippi College
Clinton, Mississippi 39058

Institution Mississippi College

Title I HEA State Administrator Dr. Thomas C. Meredith, Board of Trustees of State Institutions of Higher Learning - MISSISSIPPI

Project Title: Career Development **Project Duration:** 7/1/77-9/30/78

Participants: Underemployed/unemployed low-income women **Number Served:** 800

Project Summary: The project provided free or low-cost career development and support service counseling to women in the New Haven area.

Methods:

1. Counseling sessions
2. Career development workshops at four sites
3. Radio and television interviews
4. Talks at women's clubs and churches
5. Monthly career seminars
6. Meetings with prospective employers

Institutionalization, Spin Offs, Future Plans: The career counseling service initiated by the Title I project has been budgeted by the institution's office of continuing education.

Materials Developed: Final report and evaluation.

Project Director: Joyce Phipps

Title Coordinator of Special Programs *Department* Continuing Education

Address 700 Prospect Street
New Haven, CT 06511

Institution Albertus Magnus College

Title I HEA State Administrator Phyllis Lary, Board of Higher Education - CONNECTICUT

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Career and Interpersonal Skill Training Program for Single Unemployed Women Heads of Households

Project Duration: 1977-78

Participants: Single women heads of households

Number Served: 100

Project Summary: The project provides a model intervention program for the single woman head of household. The goal is to prevent and/or alleviate the crisis of personal and financial loss inherent in death, divorce, or major illness of a spouse. The unique quality of this program is that it is an intensive 11-week full-time experience with a six-week follow-up. There is an emphasis on exploring self-interpersonal relationships.

Methods: Participants were self-selected through agencies, word of mouth, and traditional advertising. Women on welfare were given additional support through the WIN program. Fifty women were served in each semester. They attended on a five-day-a-week, six-hour-a-day basis for 11 weeks. There is a six-week follow-up for each group. The program was comprehensive in all areas of job readiness. Assertive training, goal setting, self-esteem building, and self-awareness exercises were included in a very intensive personal skills program. Daily consciousness-raising groups resulted in building an intensive peer support.

Institutionalization, Spin Offs, Future Plans: It is our eventual goal to provide this program through continuing education on a permanent basis on this campus. Statistical data on the change in participants through tests and life patterns will be used to prove the value of this particular mode of intervention to community agencies. We will make every effort through publicity and assistance to have the program replicated on other campuses throughout the SUNY system.

Materials Developed: A workbook and a leaders' guide will be developed. A video tape on job interviews and assertive techniques will be developed.

Project Director: A. June Spero

Title Research Associate

Address
State University College at Buffalo
R & D Complex
Buffalo, NY

Department Research & Development Complex

Institution State University College at Buffalo

Title I HEA State Administrator Charles Graber, Grants Administration Unit - NEW YORK

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Career Information and Counseling Center **Project Duration:** 5/1/77-4/30/78

Participants: Unemployed **Number Served:** 144

Project Summary: The purpose of the project was to identify individuals in the community who could benefit from career and vocational information and guidance; to establish programs, seminars, and information-disseminating methods that would aid individuals who needed help in career planning, job retraining, job seeking, etc; and to provide career and vocational counseling.

Methods: The project involved a dean, a counselor/coordinator, an advisory council representative of the community, members of the Student Services staff of the Harrisburg Area Community College (HACC), and members of the Community Resources staff. Seminars were organized to disseminate information, help individual target groups to crystallize values and interests, assist individuals in sharing experiences, and facilitate individual counseling contacts. The seminars used didactic presentations, discussions, appropriate exercises, and audiovisual materials. Individual counseling was important.

Institutionalization, Spin Offs, Future Plans: The individual counseling of adults will continue, using members of the Student Services Staff and the Vocational Counseling and Testing Center of the Community Resources Institute. Seminars will be curtailed without the availability of federal funding. Termination of the Career Information and Counseling Center as an entity occurred at the conclusion of the fiscal 1977 funding period. A community advisory council was appointed.

Materials Developed: Curriculum materials produced were seminar outlines, brochures, handouts, individual counseling report forms and a program evaluation form for each seminar participant to complete. Materials are available for dissemination.

Project Director: Dr. Hazel J. Brown

Title	Dean	*Department*	Continuing and Community Education
Address	3300 Cameron Street Road Harrisburg, PA 17110	*Institution*	Harrisburg Area Community College

Title I HEA State Administrator Harry W. Riemer, State Department of Education - PENNSYLVANIA

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Focus on Careers

Project Duration: Sept. 1 - Dec. 15

Participants: Unemployed or underemployed young adults
18-25 years-old

Number Served: 27

Project Summary: In the first two cycles of Focus on Careers 33% of the participants enrolled in both a regular course of study for the spring semester and the human potential seminars. These seminars provided a positive approach to self-development and will be offered to Salem Community College students in the future as a part of the developmental curriculum. Focus on Careers is now under the direction of the dean of students and coordinated by student services personnel because more resources are available to strengthen the recruitment and administration of the program in the student services division.

Methods: The college administers the New Jersey Basic Skills Test, The Kuder Interest Test, and the Career Assessment and Inventory Test to determine the abilities and interests of the participants. Each participant attends 18 hours of the human potential seminar, which is designed to provide a positive approach to self-development. The individuals also participate in workshops on techniques of job search, resume writing, and communication skills.

Institutionalization, Spin Offs, Future Plans: We are very pleased with the hum potential seminars. A pilot project is planned for the EOF summer school. Hopefully, it will be incorporated into the total developmental course course credit curriculum during the academic school year. Faculty and student services personnel have participated in the seminars and thus can become future college facilitators for the program.

Materials Developed:

Project Director: James G. Lanahan

Title Dean of Students

Department Student Services

Address Box 551
Penns Grove, NJ 08069

Institution Salem Community College

Title I HEA State Administrator Robert C. Holmes, State Department of Higher Education - NEW JERSEY

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: The Community College Responds to the Need for an Adult Career Counselor Training Program

Project Duration: 1977-78

Participants: Adult career counselor trainees

Number Served: 63

Project Summary: An intensive in-service training program was developed and implemented so trainees could become familiar with educational and vocational assessment tools used with an adult population. The trainees were provided with information concerning community/county resources about career, career education, and educational and vocational opportunities. They were able to learn and utilize programs and techniques pertinent to their clientele and be involved in a practicum experience. The project also assisted county agencies and institutions dealing with an adult population in developing and implementing an effective career counseling service for their target population.

Methods: Six training sessions were held. A practicum experience was combined with the previously mentioned informational meetings. An educational and vocational assessment tools seminar was conducted concurrently with the adult counselor training sessions. The director spoke at a number of gatherings of professionals. Publicity was conducted through community-based settings, mailings, press releases, and other appropriate media. Participants evaluated the seminars and material given.

Institutionalization, Spin Offs, Future Plans: An intensive training program was implemented for professionals. They became familiar with assessment tools for their populations. A practicum experience was integrated into the training seminars. County agencies and other participating institutions established a limited career counseling service. Big Brothers and Aid for Girls are attempting to meet the needs of a specific group of adults but have difficulty due to time limitations. The CETA office is providing more vocational and educational adult counseling.

Materials Developed: No materials were produced.

Project Director: Barbara A. Miller

Title Director

Address Newtown, PA 18940

Department Adult Counseling Center

Institution Bucks County Community College

Title I HEA State Administrator Harry W. Riemer, State Dept. of Education - PENNSYLVANIA

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Career Training and Employment Information for Women

Project Duration: 8/1/77-6/30/78

Participants: Women entering job market

Number Served:

Project Summary: The project assisted participants enter the job market and helped college and cooperating agencies better serve this population. Also, career development courses based on data accumulated from project activities were developed.

Methods: Self-assessment workshops, reading tests, vocational interest tests, seminars relating to careers in areas of data processing and accounting, job market reports, career research, financial aid information for continuing education, vocational goal setting, career planning exercises, job-related skill courses, resume writing, interviewing skills, and job search workshops.

Institutionalization, Spin Offs, Future Plans: Through the non-credit program of the Community Services Division of Manchester Community College a variety of course offerings have evolved as a direct result of the project. A series of continuing education courses for women will also be offered. Great interest in the project was expressed by the staff of a variety of social service and community agencies. The college shared project information and staff made personal appearances as guest lecturers and advisers.

Materials Developed: Final report and evaluation.

Project Director: Ruth Diane K. McHutchison

Title Director

Address 60 Bidwell Street
Manchester, CT 06040

Department Division of Community Services

Institution Manchester Community College

Title I HEA State Administrator Phyllis Lary, Board of Higher Education - CONNECTICUT

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Career, Personal, and Pre-Retirement Counseling for Adults in University and Community Settings

Project Duration: 1977-78

Participants: Men and women in the community; students at Oakland University

Number Served: 420 participants
427 counselors

Project Summary: Through its service component, this project will provide personal and career counseling (including preparation for retirement) to adult men and women both at Oakland University and at other community sites in the metropolitan Detroit area. Through its training and materials development components, it will provide training for paraprofessionals and professional counselors and educators. The training will focus on adult counseling skills and on the use of structured program materials and leaders guides developed under the grant.

Methods: Within the Continuum Center, the first step will be additional training in career counseling for 80 previously trained paraprofessional group leaders. Initial training will also be provided to 15 new group leaders to replace volunteers who move on to other commitments. These group leaders will facilitate personal and career counseling groups under supervision of project staff. Staff will also offer short-term workshops for community adults in career awareness and job-seeking skills, and will provide a credit career development course to Oakland University students. To extend the project's influence beyond the university community, staff will offer intensive training to professionals in the use of project materials.

Institutionalization, Spin Offs, Future Plans: Closer articulation with the university resulted from the credit-bearing career development class. The staff developed an extended career and personal counseling program for the community and trained area professionals. Two professional articles about this project will be submitted to vocational counseling and/or continuing education journals.

Materials Developed: A comprehensive career and life-planning workbook will be published, along with a leaders manual delineating alternative methods of using the material with diverse populations in one-to-one or group counseling programs or classes. An extensive career library will be maintained and updated for use by professional counselors and the general public. A bibliography of these materials will be available with the workbook and manual.

Project Director: Jane Goodman, Ph.D.

Title Counselor and Trainer

Address
Oakland University
Continuum Center
Rochester, MI 48063

Department *Institution*
Continuum Center for
Adult Counseling and
Leadership Training
Oakland University

Title I HEA State Administrator Richard J. Smith, State Board of Education - MICHIGAN

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Women and Men Talk Management Principles

Project Duration: 9/1/75-2/28/76

Participants: State and local government supervisors

Number Served: 60 individuals, 30 organizations

Project Summary: The project was designed to aid in the development and career growth of women who hold public service management or supervisory positions in Maine and to provide an opportunity for women to engage in a dialogue-in-examination with men peers on the special concerns of women in management.

Methods: The project provided four three-day regional workshops. An outside consultant developed the model, conducted the first workshops, and trained three teams, one from state government, one from local government, and one from the Bureau of Public Administration who, in turn, conducted three similar workshops. The model incorporated the philosophy that the trainer's responsibility was to help each participant take charge of his or her own learning. Workshop content varied, depending on the individuals participating and the facilitators assigned to the workshops. Each organization was required to send at least two participants, one woman and one man.

Institutionalization, Spin Offs, Future Plans: Portions of the workshop model are used by bureau personnel in other in-service management programs conducted by them.

Materials Developed: A program model was developed.

Project Director: Irvine W. Marsters, Jr.

Title Director

Address 162 College Avenue

Department Bureau of Public Administration

Institution University of Maine at Orono

Title I HEA State Administrator Roberta S. Worrick, University of Maine - MAINE

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Establishment of Job Counseling Networks **Project Duration:** 9/18/77-6/30/78

Participants: Union members to be retrained as counselors or resource people **Number Served:** 121

Project Summary: This project was developed to train union members as resource people or counselors for the unemployed. The project was conducted in Davenport, Des Moines, Dubuque, Fort Dodge, Sioux City, and Waterloo. By creating an informed network of volunteers able to help unemployed people and linking that network with local service and education agencies, the program has helped participating communities cope with their unemployment problems.

Methods: Areas covered in the training included background information on the problem of unemployment, personal problems which could result from unemployment and ways of dealing with them, vocational training and educational opportunities, job search skills, and unemployment insurance. The program format varied from four weekly two and one-half hour evening sessions to one all-day session. Programs were tailored to the community in which they were held. Although a basic topic outline was followed for all programs, variations in emphasis were made in response to local employment conditions. Also, local representatives of government agencies and organized labor were incorporated into the program as instructors whenever possible.

Institutionalization, Spin Offs, Future Plans: The Labor Education Program at The University of Iowa plans to include material developed through this project in future programming efforts. The incorporation of local representatives of government agencies into the program helped participants learn about available services and establish contact with the people in charge of those services in their area. The service capability of these agencies has been increased by the exposure and understanding of their functions. In addition, many agency representatives expressed their appreciation for the opportunity to establish a link with organized labor.

Materials Developed: Materials were of two types--(1) Those of a general, informational nature as core materials for all programs. These included background articles on possible causes and solutions to unemployment; a job search skills booklet; material descriptive of Job Service of Iowa and its various programs and services; and the Iowa Employment Security Act and Administrative Code. (2) Those specific to the location of the program, including descriptive material from local offices of state agencies and institutions, packets of actual employment hearings, and appeal documents prepared by local union representatives.

Project Director: Anthony V. Sinicropi

Title Director, Industrial Relations Institute
Department College of Business Administration

Address
453 Phillips Hall
The University of Iowa
Iowa City, IA 52242

Institution The University of Iowa

Title I HEA State Administrator Robert F. Ray, State Board of Regents - IOWA

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

[illegible]ect Title: Vocational and Career Guidance Counselor Training

Project Duration: 4/15/78-5/31/79

Participants: Vocational and career counselors from colleges, universities, and private practice

Number Served: 150

Project Summary: The first workshop of the series was held at the Urban Life Center on Wednesday, November 8, 1978. The main topics were counseling the woman in midlife, counseling the handicapped woman, and finally working with the minority (black and Hispanic) in vocational and career decisions. Two more workshops are planned for the Atlanta area, as well as others for Gainesville (Gainesville Jr. College) and Augusta (Augusta College).

Methods: Drs. Elaine Levin, Naviar Cathcart-Barker, and Isabella Jenkins served as lecturers as well as facilitators in the workshop. All presented instructional presentations, followed by discussion groups involving problems some of the counelors were having with specific clients. This ministaffing offered a great deal of assistance to some of the counselors who are in very limiting settings. Audio tapes and printed materials were also a part of the presentations.

Institutionalization, Spin Offs, Future Plans: This same format will be used at workshops at Augusta College and at Gainesville Jr. College during the winter and spring quarters. At GSU plans are being made to implement two additional workshops. The one for January will be working with computer-assisted career information and the late spring program will cover the subject of career interest testing.

Materials Developed: Materials developed thus far include a notebook of reference data and articles as well as a bibliography of resources available. These resources include reading materials as well as agencies and organizations that could offer possible assistance.

Project Director: Susan Prather Morgan

Title Program Development Specialist

Department Division of Public Service

Address University Plaza
Georgia State University
Atlanta, GA 30303

Institution Georgia State University

Title I HEA State Administrator George Brooks, Postsecondary Education Commission - GEORGIA

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

ject Title: Career Exploration and Preparation for Adults

Project Duration: 1977-78

Participants: Unemployed adults

Number Served: 1,125

Project Summary: To raise the educational level of unemployed and underemployed adults while providing them with assistance in career decision-making. The end result should be a career appropriate to the needs and ability level of the adult.

Methods: Content included individual counseling, vocational interest testing, personality testing, career decision workshops, communications skills workshops, study skills workshops, job readiness services, a seminar on career development for working women, and a career workshop for federally employed women. Provide prompt referral service to other special resources as individual career needs indicate. Staff consists of two social workers with masters degrees in social work. Each client coming into the program is seen individually at least once. The integration of staff has resulted in innovative planning for seminars and workshops aimed at specific populations.

Institutionalization, Spin Offs, Future Plans: Continuing outreach efforts have resulted in an increased awareness of the adult outreach program. The program has demonstrated the great success of the social worker in an academic setting. The career resource materials have had to be adopted and reorganized to deliver services to this more diverse non-student population. Workshop materials have been re-evaluated and experimented within short-term workshops. Community service has been expanded for many agencies.

Materials Developed:

Project Director: Fred L. Kinnick

Title Coordinator

Department Career Resource Center

Address Butler, PA 16001

Institution Butler County Community College

Title I HEA State Administrator Harry Reimer, Department of Education - PENNSYLVANIA

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

oject Title: Long Island Advisory Service **Project Duration:** 1977-78

Participants: Adults seeking new work and educational opportunities **Number Served:** 2,500

Project Summary: The purpose of the program was to establish and maintain a network of in-fee adult vocational and educational counseling centers in public libraries in Nassau and Suffolk counties The libraries provide accessible and pleasant community-based sites at which individual career and educational counseling occurs. Counseling is provided by interns in graduate counselor education and human resource programs at Long Island colleges and universities. Training is provided by project staff and full use is made of library career information resources.

Methods: Interns receive seven sessions of training provided by the Nassau County Office of Women's Services. They are assigned to public library sites for periods up to six months. Community residents telephone the libraries to make appointments with the counselor interns. One or two sessions are held with each client; the Strong-Campbell Interest Inventory is administered when appropriate. Records are kept of each interview and education questionnaires are distributed to clients. Career workshops with groups of clients are held at selected libraries on a periodic basis.

Institutionalization, Spin Offs, Future Plans: The project has received significant non-Title I funding to assure its continuation. The Nassau Library System and the Suffolk Cooperative Library System contributed substantial funds ($25,000) in FY 1978 to underwrite counseling services in the project libraries. Selected individual libraries (South Huntington, Middle Island, Patchogue) are committing additional local library funds to pay for counseling for community residents. All counseling continues on a no-fee basis for area residents.

Materials Developed: Title IA Annual Reports for FY 1976 and FY 1977, containing accounts of program methods and activities and documents process by which outside funding was obtained to assure continuation of this community service project

Project Director: Alan D. Entine

Title Assistant Academic VicePresident *Department*

Address
Room N-235, SBS Building
SUNY at Stony Brook
Stony Brook, NY 11794

Institution SUNY at Stony Brook

Title I HEA State Administrator Charles F. Graber, State Education Department - NEW YORK

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

oject Title: Career and Counseling Brokering Services for Adults in the Community

Project Duration: 6/77-1/79

Participants: Unemployed adults

Number Served: 2,057

Project Summary: This project established an office at Williamsport Area Community College (WACC) from which the coordinator will work. It established an outreach center to provide education and career information, counseling, referral, assessment, and advocacy. It also established a liason with education and training institutions within commuting distance from Williamsport or Selingsgrove and offered at least one seminar, workshop, or course per month. It established a liaison with the Bureau of Employment Security, Bureau of Vocational Rehabilitation, sponsoring school districts, and other appropriate community and governmental agencies. The project conducted a follow-up survey of clients; disseminated information regarding results of the project; evaluated courses, workshops, and seminars, and provided professional development of the staff.

Methods: Courses offered on career exploration for women, women in transition, career exploration for men, and career awareness for women. Courses were offered in the morning and evening once a week. Workshops offered on financial aid opportunities for adult learners, retirement planning, resume preparation, job search, and job interviewing techniques. The courses have been offered every semester beginning with the fall semester, 1977. The workshops have been offered at various times and locations. Some were held in libraries and some in a mobile van.

Institutionalization, Spin Offs, Future Plans: The project has been refunded by Title I for five months and will not be substantially revised except for an increased emphasis on outreach. The establishment of another outreach location is a future goal. ACES has become a part of WACC's Community and Continuing Education and the coordinator reports directly to the dean. There are now two offices in two locations to which adults can go for educational and career counseling on a continuous basis. Referrals come from the Bureau of Employment Security and CETA program. Referrals also come from boards of assistance and private agencies.

Materials Developed: Brochures describing the service and posters. Copies are available for dissemination.

Project Director: Dr. David Heiney

Title Dean

ddress 105 West Third Street
Williamsport, PA 17701

Department Student and Career Development

Institution Williamsport Area Community College

Title I HEA State Administrator Harry Reimer, Department of Education - PENNSYLVANIA

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: A Michigan Career Opportunity Guide **Project Duration:** 1977-78

Participants: Family units in Michigan **Number Served:** 1,000,000+

Project Summary: In 1974-75 we piloted an American College Testing-National University Extension Association award-winning project entitled *Direction: Michigan Career Opportunity Guide*. In this Title I effort we distributed more than 2 million copies of a 32-page stand-alone supplement into the homes of state residents through two printings in the *Detroit Free Press*. *Direction* was a blending of critical occupational and educational data of importance to anyone for whom education beyond secondary school is necessary in order to secure a job. This year's project has as its goal the establishment of *Direction: Michigan Career Opportunity Guide* as an ongoing statewide career planning information system for adults. It is designed to link the Michigan Department of Education, all authorized or licensed postsecondary education institutions, the press, labor, business, and industry with individual job seekers, their families, and the people with whom they interact (their reference groups).

Methods: *Direction* project staff members are responsible for gathering critical information from official sources within governmental and institutional organizations. They will draft a second edition of *Direction* and provide camera-ready copy to the *Detroit Free Press*. Project staff persons are also responsible for negotiations with the *Free Press*, and *Free Press* officials, in turn, are responsible for securing business, institutional, and labor support to cover the cost of printing and mass distribution of a 30+ page Sunday supplement. Finally, project staff will work with state officials in the Departments of Education, Commerce, and Labor to secure long-term departmental or legislative commitment to maintain an ongoing statewide career opportunity information mass distribution system.

Institutionalization, Spin Offs, Future Plans: This project has as its long-range goal the establishment on an ongoing basis of our 1974-75 Title I career opportunity guide service to all residents of Michigan. Project staff will assist in the establishment, staffing, and maintenance of an ongoing program responsibility to the state government to maintain such a statewide information system.

Materials Developed: The project will result in the publishing of a second edition of *Direction* to be distributed through the *Free Press*, along with the findings of a built-in reader evaluation summary. Approximately 200,000 overrun copies will be printed for bulk distribution to libraries, schools, MESC offices, counseling centers, commerce and industries, and union halls.

Project Director: Robert C. Anderson

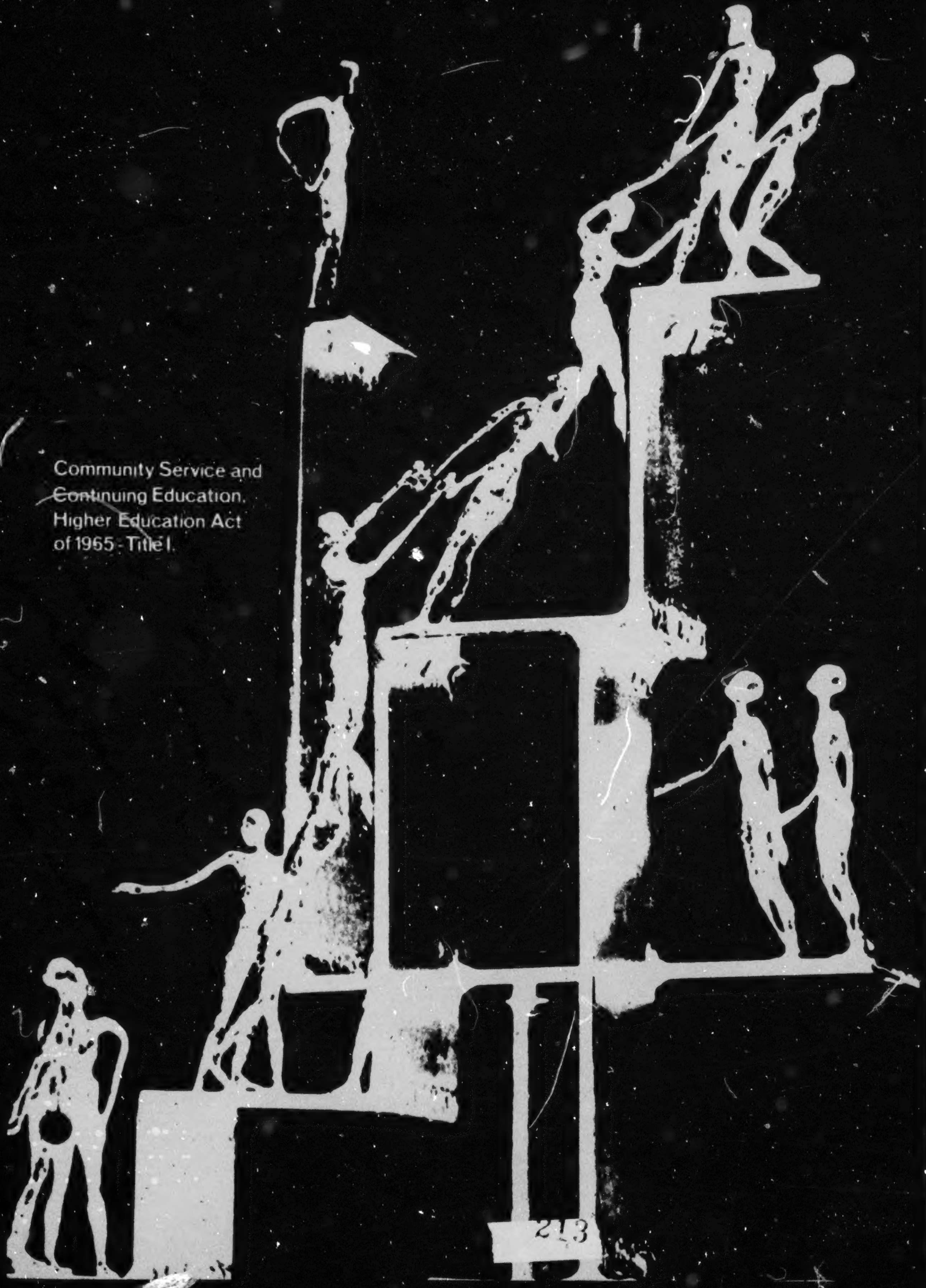
Title Director

Address 27 Kellogg Center
East Lansing, MI 48824

Department Institute for Community Development

Institution Michigan State University

Title I HEA State Administrator Richard J. Smith, State Board of Education - MICHIGAN



Community Service and
Continuing Education,
Higher Education Act
of 1965 - Title I.

EDUCATION COUNSELING

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Lincoln-Berean Consortium **Project Duration:** 1977-78

Participants: Urban adults **Number Served:**

Project Summary: This project (1) established a joint outreach and counseling center, (2) recruited and involved the nontraditional student who has been out of high school two or more years, and (3) established and offered a continuing education program for the adult learner.

Methods: Content consisted of counseling and instruction. Diagnostic tests were administered to each participant, and test results were analyzed and descriptive student profiles prepared for use by counselors. Instructional program consisted of remedial and developmental courses. Specific emphasis was given to improving reading, writing, and computational skills. Counseling and guidance were provided by four Lincoln University counselors. Four Lincoln University instructors were responsible for the instructional program.

Institutionalization, Spin Offs, Future Plans: There are some anticipated curricular changes in the instructional program. Title I funds or funds from other sources will be required to assist in the implementation of the project. There has been considerable community leadership and agency involvement. Some organizations contacted to provide assistance were welfare agencies, unemployment offices, Opportunity Industrialization Corporation (O.I.C.), manpower training program, churches, and community organizations.

Materials Developed: Publicity materials included brochures, posters, news releases (radio, TV, and newspaper), and application forms.

Project Director: Dr. Charles Wade

Title Vice President for Academic Affairs *Department*

Address Lincoln University, PA 19352 *Institution* Lincoln University

Title I HEA State Administrator Harry W. Riemer, State Dept. of Education - PENNSYLVANIA

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Lincoln-Berean Consortium

Project Duration: 1977-78

Participants: Urban adults

Number Served:

Project Summary: This project (1) established a joint outreach and counseling center, (2) recruited and involved the nontraditional student who has been out of high school two or more years, and (3) established and offered a continuing education program for the adult learner.

Methods: Content consisted of counseling and instruction. Diagnostic tests were administered to each participant, and test results were analyzed and descriptive student profiles prepared for use by counselors. Instructional program consisted of remedial and developmental courses. Specific emphasis was given to improving reading, writing, and computational skills. Counseling and guidance were provided by four Lincoln University counselors. Four Lincoln University instructors were responsible for the instructional program.

Institutionalization, Spin Offs, Future Plans: There are some anticipated curricular changes in the instructional program. Title I funds or funds from other sources will be required to assist in the implementation of the project. There has been considerable community leadership and agency involvement. Some organizations contacted to provide assistance were welfare agencies, unemployment offices, Opportunity Industrialization Corporation (O.I.C.), manpower training program, churches, and community organizations.

Materials Developed: Publicity materials included brochures, posters, news releases (radio, TV, and newspaper), and application forms.

Project Director: Dr. Charles Wade

Title Vice President for Academic Affairs *Department*

Address Lincoln University, PA 19352 *Institution* Lincoln University

Title I HEA State Administrator Harry W. Riemer, State Dept. of Education - PENNSYLVANIA

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Follow-up of Regional Counseling Center Clients

Project Duration: 4/4/77-8/31/78

Participants: Adults returning to college

Number Served: 306

Project Summary: The project was directed at adults returning to college. Its aim was to provide continuing counseling and information on educational opportunities in the region through value clarification and goal-setting workshops.

Methods: The project was divided into three parts: (1) follow-up of clients by telephone and mail; (2) six life work planning workshops to help in educational decision-making; and (3) evaluation of the life/work planning workshops in terms of slated goals.

Institutionalization, Spin Offs, Future Plans: Upon recommendation of project staff, community agencies adopted additional educational programs (e.g., CLEP preparation courses). The Center will continue doing follow-up to double-checking on its work and to keep in touch with clients.

Materials Developed: Final report and evaluation.

Project Director: Margaret Atherton

Title Director

Address
76 Federal Street
Samuel Seabury Center
New London, CT 06320

Department Regional Counseling Center of Southeastern Connecticut

Institution Connecticut College

Title I HEA State Administrator Phyllis Lary, Board of Higher Education - CONNECTICUT

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Continuing Education Awareness Program: An Interactive Adult Learner Involvement in Continuing Education

Project Duration: 6/30/77-6/30/78

Participants: Adults in the community

Number Served:

Project Summary: The project provided information to adults about continuing education programs in institutions of higher education in the service area. It also counseled adults concerning their education.

Methods: Counseling promoted by an *Adult Learner Handbook*, a toll-free counseling service, and advertising to promote the service offered.

Institutionalization, Spin Offs, Future Plans: Participation in the preparation of the handbook served to enhance awareness among the area institutions of each others' programs and organizations. Publication of *Adult Learner Handbook*, which is available to adults through universities, libraries, and organizations. Continuing education offices of each institution have become aware of each others' activities through the handbook.

Materials Developed: *Adult Learner Handbook*, providing information about on-going programs, serves as a model for resource sharing, and provides library organizations with a tool for counseling potential adult learners. The handbook includes information about area institutions' continuing education programs and personnel.

Project Director: Dr. Stuart Rubner
Ms. Vilma Allen

Title Co-Directors

Address North Benson Road
Fairfield, CT 06430

Department Connecticut Center for Continuing Education

Institution Fairfield University

Title I HEA State Administrator Phyllis Lary, Board of Higher Education - CONNECTICUT

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Coping With College: A Public Forum **Project Duration:** 7/1/78-6/30/79

Participants: College students, faculty, deans, financial aid personnel, and counselors **Number Served:** 778

Project Summary: The purpose of this project is enhancing the quality of life of minority students in Oklahoma higher education. The project provides skills training via a talk-back television seminar offering college credit, and two one-day statewide conferences. The conferences are hosted by universities that are centrally located and the TBTV seminar is available at 37 sites throughout the Oklahoma State Regents for Higher Education Televised Instructional System.

Methods: The Quality of Life for Minority Students has an advisory board, composed of students and faculty from several Oklahoma institutions of higher learning. This board identified several topics of significance, which were addressed in a recent one-day conference. These areas are financial aid, communication skills, student government participation, and community involvement. The talk-back television seminar will meet for four Saturday sessions. Issues pertinent to minority students will be addressed by the nationally recognized Chair of the University of Oklahoma Department of Human Relations, Dr. George Henderson. Students may earn three hours graduate or undergraduate credit. A second one-day conference will be held on March 30, 1979.

Institutionalization, Spin Offs, Future Plans: This grant provides the impetus for many minority students to acquire problem identification and problem-solving skills. They have developed a statewide network, which has resulted in several participants winning elections to student government, and a few campuses have organized student interest organizations whose prime concerns are problems of ethnic minorities. Future Plans: to continue to seek funding to provide this forum as long as the students request our technical assistance.

Materials Developed: Student questionnaires re minority student perceptions of the quality of their lives. The results will be published at a later date.

Project Director: Carole Hall Hardeman

Title Project Director
MATHCO: Interdisciplinary Mathematics Curriculum Project
Department Southwest Center for Human Relations Studies

Address 555 Constitution, Building 4
Norman, OK 73037
Institution University of Oklahoma

Title I HEA State Administrator Jerry L. Hargis, State Regents for Higher Education

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Seminar: Skill Training for Paraprofessional Counselors in the Community

Project Duration: 1977-78

Participants: Paraprofessional community counselors

Number Served: 102

Project Summary: The specific objectives were to (1) increase the quasi-counselor's awareness of basic common counseling concepts and techniques, (2) introduce current research-based knowledge focused on older adults, family and marital relationships, drug and alcohol abusers; and minorities, (3) provide specific counseling techniques, relevant to each of the four client populations, and (4) enable participants to share their educational experience with their co-workers.

Methods: There was a half-day session one Saturday on general counseling skills. Four special population sessions were run in the afternoon. On-site visits took place in the next six weeks. Six weeks later, a half-day session was run for the purpose of evaluation. This session was run by the facilitators in the separate groups. A second round of the same format occurred with some changes in the amount of material covered and in the faculty.

Institutionalization, Spin Offs, Future Plans: The program is to be rerun in late August at a very high participant fee. On-site visits cannot be made because of exorbitant costing. Possibly not enough people will be able to pay to participate. Psychosocial faculty proposed a new course, Introduction to Counseling Skills, aimed at the paraprofessional. This course will be offered on the day and night schedule. Seminars at an actual cost-per-participant fee are planned. No on-site visits will occur. The participants reported very positive attitudes toward the seminars. Some community groups may develop from the seminars.

Materials Developed: There were both commercial and project materials developed. The project materials are *not* available for distribution but could be made so, upon request.

Project Director: Dr. Kathryn Towns

Title Associate Professor

Department Educational Psychology

Address
Capitol Campus
Middletown, PA 17057

Institution Pennsylvania State University

Title I HEA State Administrator Harry W. Riemer, Pennsylvania Department of Education - PENNSYLVANIA

Project Title: Information Delivery for Education Access (IDEA)

Project Duration: 7/1/76-6/30/77

Participants: Adults

Number Served: Approximately 2,500

Project Summary: Recognizing that many adults do not have access to information about Maine postsecondary institutions, their programs of study, and sources of financial assistance, Associate Degree Studies of the University of Southern Maine developed print and multimedia materials which would explain the educational opportunities available in Maine.

Methods: A 16-page tabloid was developed which contained information about every postsecondary institution and every degree program in the state. A 15-minute multimedia show describing each institution was prepared. A poster with the degree program mat matrix was produced. These print materials were distributed to guidance counselors, public libraries, postsecondary institutions, employment counselors, and social and fraternal organizations. The original printing of the tabloid was for 5,000 copies.

Institutionalization, Spin Offs, Future Plans: For the past two years, the Postsecondary Education Commission of Maine has agreed to fund a completely revised issue of the tabloid. There has been such demand for this publication from guidance counselors and libraries that the printing has reached 20,000 copies. There is every indication that the Postsecondary Commission will continue to fund this project annually.

Materials Developed:

Postsecondary Educational Opportunities in Maine, 1977-78
(a tabloid, 5,000 copies)
Postsecondary Educational Opportunities in Maine, 1977-78
(a poster)
Postsecondary Educational Opportunities in Maine, 1977-78
(a multimedia show with slides and audio tape)

Project Director: Dr. George P. Connick

Title Director

Address 96 Falmouth St.
Portland, ME 04103

Department Associate Degree Studies

Institution University of Southern Maine

Title I HEA State Administrator Roberta S. Worrick, University of Maine - MAINE

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Project CHOICE--Clearinghouse for Information on Continuing Education

Project Duration: 6/1/76-9/30/78

Participants: Women who are heads of households, undereducated, on welfare, unemployed, and others

Number Served: 3,790

Project Summary: Although increasingly higher levels of education are required for adults in our industrial society, the bewildering and formidable world of postsecondary education discourages many adults who might otherwise have a greater chance of success in life if they had appropriate education and training. This problem especially affects Rhode Island's large minority and low-income populations. Project CHOICE is a statewide, centralized information and brokering service aimed at those who need assistance in gaining access to educational opportunities. These include the elderly, undereducated, disadvantaged, and underemployed who, although they may recognize their problem, are unaware of where to seek solutions or, indeed, are unaware that solutions even exist.

Methods:

Institutionalization, Spin Offs, Future Plans:

Materials Developed:

Project Director: Charles Walton, Director, Urban Education Center

Title Brenda Dann-Messier, Project Coordinator

Department

Address Urban Education Center
830 Eddy Street
Providence, RI 02905

Institution Rhode Island College

Title I HEA State Administrator Elizabeth S. Palter, Postsecondary Education Commission - RHODE ISLAND

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Institute II for Adult Training in the Helping Services

Project Duration: 6/1/77-5/31/78

Participants: Paraprofessionals, preprofessionals, and volunteers working with the disadvantaged or minority persons

Number Served: 50 directly; 100-250 indirectly

Project Summary: Fifty men and women ranging in age from 21 to 55 years of age enrolled in Institute II for the Helping Services. All these students were working or affiliated with agencies dealing with the disadvantaged or minority persons. Through college credit-bearing courses they were taught professional skills and current information in the field, which they shared with fellow workers in the ratio of one student to two to five workers. Such training contributed to the professionalization and efficiency of agency services.

Methods: Four college-bearing courses, The Poor and Their Rights, The Administration of the Helping Services, Social Case Study Analysis, and Community Resources, were offered to the students. Each class represented 37.5 hours of classroom lectures and testing. All the classes were held in the evening. Two courses were offered in the fall semester and two in the spring. The students evaluated the courses very highly.

Institutionalizstion, Spin Offs, Future Plans: Each student shared the information from the Institute with fellow agency workers who were unable to enroll in the Institute. Roughly, in addition to the 50 students enrolled, some 100 to 250 other persons were influenced by the teachings of the Institute. The Institute hastened the establishing of a major in human services to be offered by the Department of Public Administration, University of Arizona, starting in the fall of 1979.

Materials Developed: None

Project Director: Dr. R. A. Mulligan

Title Professor

Department Public Administration

Address BPA #126, University of Arizona
Tucson, AZ 85721

Institution The University of Arizona, Tucson

Title I HEA State Administrator Dr. R. R. Erbschloe, Commission for Postsecondary Education - ARIZONA

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Human Service Evaluation

Project Duration: 1976-78

Participants: Human Service Workers

Number Served: 60

Project Summary: Goal of the project was to develop an evaluation manual for use by human service paraprofessionals. Designed to take the "mystique" out of the evaluation and include actual service providers (many untrained in this field) in the process, the second year (1977-78) was used to field test the manual.

Methods: The manual was disseminated to sixty human service workers involved in the planning, management, or delivery of services in the San Francisco Bay Area. Each recipient of the manual was asked to complete an evaluation form concerning the utilization of the manual. Telephone interviews and personal discussions were used to obtain feedback from those users who failed to respond.

Institutionalization, Spin Offs, Future Plans: Fully developed, the manual will be distributed for widespread usage and incorporated into relevant college curriculum.

Materials Developed: *A Manual for Self-Evaluation of Human Service Agencies*, as described above.

Project Director: Dr. Judith Lewis

Title Office of Continuing Education

Address University of San Francisco
San Francisco, CA 94117

Department Office of Continuing Education

Institution University of San Francisco

Title I HEA State Administrator Russell L. Riese, Postsecondary Education Commission - CALIFORNIA

Project Title: Cooperative Human Resource Development **Project Duration:** 1977

Participants: Continuing education personnel **Number Served:** 58

Project Summary: A statewide conference on continuing education served as the focal point for exploring ways in which human resources could be organized and used more effectively to meet the ongoing educational needs of individuals residing in rural areas. The Vermont Higher Educational Council, representatives from the Board of Education, 1202 Commission, various business interests, and representatives from postsecondary institutions in the state and around the country participated in the two-day conference.

Methods: The format was a two-day conference, with several workshop sessions repeated each day so that participants could attend a variety of topics.

Institutionalization, Spin Offs, Future Plans: The conference facilitated and was the impetus for the development of a Continuing Education Association in the state. An ad hoc group was formed the last day of the conference and has met several times and organized two additional statewide meetings.

Materials Developed: Conference summary materials and workshop evaluations are available upon request from the project director.

Project Director: Ken Hood

Title Director of Continuing Studies *Department* Continuing Studies

Address Johnson, VT 05656 *Institution* Johnson State College
St. Joseph the Provider

Title I HEA State Administrator Kathleen Trzaskos, University of Vermont - VERMONT

Project Title: Human Resources Planning Conferences **Project Duration:** 9/1/77-9/30/78

Participants: Planners and local elected officials **Number Served:** 160
Media: 2,000

Project Summary: The purpose of the project was to improve the planning process for human services programs by providing opportunities for exposure and discussion of the problems.

Methods: A three-day conference for planners and local elected officials was conducted on the university campus with resource persons. Three newsletters were produced and circulated to more than 2,000 readers.

Institutionalization, Spin Offs, Future Plans: There is a heavy demand for future conferences and an organization for human resource planners is in an embryo stage.

Materials Developed:

Three editions of the *Human Resource Planner*

Project Director: Dr. George Drake

Title Professor *Department* Sociology

Address Western Washington University
Bellingham, WA 98225

Institution Western Washington University

Title I HEA State Administrator Doris Coates, Office of Governor - WASHINGTON

Project Title: Workshops on Negotiations for North Dakota School Personnel **Project Duration:** 1977-78

Participants: Community leaders **Number Served:** 310

Project Summary: The program provided a common atmosphere for all parties of the negotiations process. It enabled the participants of the workshop to see negotiations as total process, rather than just "their" side. An important factor of this program was the cooperation shown, and the willingness on the part of the participants to learn.

Methods: The workshops were held at four convenient sites in the state of North Dakota. Each faculty member developed materials specifically designed for his session. Each workshop opened with a keynote presentation and was followed by these sessions: (1) Selecting and preparing the bargaining teams, (2) the bargaining session, (3) legal framework for negotiations, (4) contract language, and (5) mediations/fact finding. The participants were allowed to attend the sessions of their choice.

Institutionalization, Spin Offs, Future Plans: Because of the success of this program, a similar series is being planned for next year, a new graduate course on the legal basis of negotiations has been developed, and there is an increase in the cooperation among the five institutions of higher education involved.

Materials Developed:

1. A brochure that was used as a handout, guide, and time schedule at each workshop site.
2. Each faculty member developed materials specifically designed for his session. Those materials included, in part the *North Dakota Century Code Chapter 15-38.1 Teachers Representation and Negotiations*, actual previous fact-finding cases with decision, and hypothetical master contracts.

ject Director: Dr. Donald Piper

Title Chairman, Educational Administration

Address Grand Forks, ND

Department Center for Teaching and Learning

Institution University of North Dakota

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Title I HEA State Administrator Orlo A. Sundre, Board of Higher Education - NORTH DAKOTA

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Volunteer Administration Management

Project Duration: 1977-78

Participants: Administrators of volunteers in United Way agencies

Number Served: 100

Project Summary: The purpose of the program was to upgrade management competence and self-confidence on the part of administrators of volunteers. The program was sponsored by the Voluntary Action Center of the United Way and D'Youville College. Such administrators are not usually able to afford training of the quality offered businesses and yet have a definite need to develop the same competence. It was hoped that an improvement in management understanding and practice on the part of administrators would improve satisfaction and service rendered by volunteers.

Methods: Recruiting participants through the United Way, the project offered administrators six courses in D'Youville's American Management Associations Extension Institute program. Courses were: What Managers Do, Communication Skills for Managers, Human Behavior for Managers, Transactional Analysis for Management, Time Management, and Getting Results Through MBO.

Institutionalization, Spin Offs, Future Plans: The training committees of the Voluntary Action Center and the Junior League of Buffalo have watched the program with interest. Adaptions are being planned whereby integration of the management materials with volunteer agency concerns will result in special participant manuals, taking into account the specific needs of the administrator of volunteers. The Junior League has offered to assist in supporting future projects and to combine efforts to prevent duplication.

Materials Developed: Several articles will be submitted to volunteer administration publications, reporting the results of the project.

Project Director: Dr. Kathleen Connor, GNSH

Title Director

Address 320 Porter Avenue
Buffalo, NY 14201

Department Center for Management Studies

Institution D'Youville College

Title I HEA State Administrator Robert E. Williams, Regents of the University - NEW YORK

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Leadership Training for Improved Delivery of State Employment Services

Project Duration: 7/1/77-8/15/78

Participants: Ohio Bureau of Employment Services Personnel in a 21-county area

Number Served: 545

Project Summary: The purposes of the project were:

1. To implement guidelines and procedures for a more effective working relationship between the OBES and employers.
2. To provide staff training for OBES personnel to improve their operational effectiveness and efficiency and to develop greater levels of motivation among their client job applicants.
3. To expand job information systems and adopt these to the specific needs of 16 OBES branch offices.

Methods: A Northwestern Ohio Job Fair was conducted with selected corporate employers, college students, and college placement directors in attendance. Twelve one-day workshops focusing on discrimination law and affirmative action were held. A training package for updating and streamlining OBES employers relations training was developed. A job satisfaction assessment was developed and administered to 300 OBES members.

Institutionalization, Spin Offs, Future Plans: The project is being continued through a continuation Title I grant and is being expanded on a statewide basis. An important network of communication between the OBES and faculty of Bowling Green State University has been established and OBES has indicated a desire to work with those faculty members on future problems. The university is currently working on ways of funding some specific requests from OBES.

Materials Developed: Psychological tests used in the job satisfaction assessment and curriculum materials from the affirmative action workshops are available.

Project Director: John H. Holmes

Title Professor of Marketing

Department Dept. of Marketing

Address
Bowling Green State University
Bowling Green, OH 43403

Institution Bowling Green State University

Title I HEA State Administrator Marlene Rushay, Board of Regents - OHIO

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Training Trainers: An Interpretation of the Findings of the Citizens Committee for Human Services

Project Duration: 7/1/77-8/31/78

Participants: A group of present and emerging community leaders

Number Served: 271

Project Summary: The objective of the project was addressing the multiple problems of fragmentation, underutilization of funding sources, and service delivery characteristics of human service delivery systems in Columbus, Ohio.

Methods: Three workshops were held for members of the Columbus Area Leadership Program, a group of approximately 200 emerging and potential community leaders who have participated in a nine-month program in which they were trained in the development of leadership skills and taught about the organization, financing, and administration of Columbus, Ohio, human service delivery organizations. A handbook on human services and some audiovisual materials have been developed and used.

Institutionalization, Spin Offs, Future Plans: The handbook and audiovisual materials have been used as reference and training tools for board members of human service delivery system organizations and as a curriculum supplement to several departments at Ohio State University in teaching students.

Materials Developed: A handbook on human service delivery systems and audiovisual materials were developed and are available.

Project Director: Dorothy Reynolds

Title Executive Director
Columbus Area Leadership Laboratory

Address 1501 Neil Avenue
Columbus, OH 43201

Department

Institution Ohio State University

Title I HEA State Administrator Marlene Rushay, Board of Regents - OHIO

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Productivity Training for State of Arizona Employees--Part II

Project Duration: 1977-78

Participants: Middle-management employees of Arizona state agencies

Number Served: 125

Project Summary: Because of increased workload demands coupled with fixed budgets, various State of Arizona agencies have been overloaded with paperwork. These agencies indicated a need for training to help them cope with problems by improving their efficiency. Part I of the project involved training 200 managerial personnel in time management during the summer of 1977. Part II involved training 125 middle managers in improved job efficiency through rapid reading. Five seminars were held statewide to train these state employees to process paperwork more rapidly and efficiently during the summer of 1978.

Methods: Small seminars (limited to 25 participants) were held to train these state employees to process paperwork more efficiently. Participants were trained to read more efficiently. Both speed and comprehension were improved for most participants.

Institutionalization, Spin Offs, Future Plans: Several of the state agencies are continuing the project by funding additional productivity seminars for their employees. Seminars in time management have been held, and plans have been made to train additional employees in rapid reading.

Materials Developed: None, as this was primarily a training project.

Project Director: Dr. Martha H. Rader

Title Associate Professor

Department Administrative Services

Address Tempe, AZ 85281

Institution College of Business Administration
Arizona State University

Title I HEA State Administrator Dr. R. R. Erbschloe, State Commission for Postsecondary Education - ARIZONA

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Improving Public Service Delivery in the Miami Valley

Project Duration: 6/1/77-5/30/78

Participants: Top and middle-level managers of Miami Valley, Ohio counties, townships, school districts, and special districts

Number Served: 13

Project Summary: The objectives were to inform local Miami Valley public administrators of approaches to improve labor-management relations and increase productivity. An additional objective involved identifying labor relations problems in the participant's home jurisdictions and applying workshop materials to those problems.

Methods: A series of workshops was held in which instructors from the University of Dayton, administrators from local jurisdictions experienced in the handling of certain common problems, and experts from the private sector participated as consultants to the group of local administrators with emphasis on individual and group projects.

Institutionalization, Spin Offs, Future Plans: This project has established a formal structure for public service activities by public administration faculty at the University of Dayton, increased awareness of the value of such activities at the University, and expanded the network of contacts with government officials in southwest Ohio. The University is considering the possibility of including a course in this field as a regular part of the Master of Public Administration Programs.

Materials Developed: None available

Project Director: Frederick R. Inscho

Title Director, Master of Public Administration Programs

Address 104-A St. Joseph's Hall
Dayton, OH

Department Political Science

Institution University of Dayton

231

Title I HEA State Administrator Marlene Rushay, Board of Regents - OHIO

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Improving the Skills of Individuals Involved in the Management of Public Funds

Project Duration: 10/1/77-9/30/78

Participants: Personnel from community service, health and educational agencies

Number Served: 415

Project Summary: Objectives: identify fiscal problems in public agencies; provide training for administrators and employees of public agencies; assist these individuals in improving financial management and accounting; acquaint these individuals with federal and state fiscal regulations; assist public agencies in maintaining records in conformance with federal and state regulations and thus avoid deficits and the need to reimburse the federal agencies when their regulations are not complied with.

Methods: Workshops were held around the state, which brought the target population into contact with experts in the area of fiscal policy and management who are at the same time sensitive to the special needs of the social services that their agencies provide.

Institutionalization, Spin Offs, Future Plans: Southern University requested that this same program be funded by Title I for the current year, and it was. Several agencies want a concentrated effort on their single agency.

Materials Developed:

Project Director: Dr. Jewel Prestage

Title	Chairperson	*Department*	Political Science
Address	Southern University, Box 922 Baton Rouge, LA 70813	*Institution*	Southern University in Baton Rouge

Title I HEA State Administrator Dale Thorn, Board of Regents - LOUISIANA

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Personal and Professional Development Program for Urban Ministers

Project Duration: 3/1/77-6/1/78

Participants: Pastors, associate/assistant pastors, lay leaders

Number Served: 60

Project Summary: The purposes of the project were (1) to increase the personal and professional competence of a group of Cleveland, Ohio, inner-city ministers for better meeting the human needs of their congregations, (2) to provide certification and college level credit to the participants of the program in order to open opportunities for higher education and professional recognition, and (4) to create a "group" among urban ministers for future self-help.

Methods: The project used instruction in the form of classroom lectures and presentations, small-group experiences for discussion and group development, and field placements and community projects for application of learning.

Institutionalization, Spin Offs, Future Plans: It is expected that Case Western Reserve University will continue the program with its own funds. Participating ministers have become more active in community civic associations and some have made significant career advancement.

Materials Developed: Curriculum outlines, supplemental materials, material lists, and research data on participants are available.

Project Director: Noreen K. Haygood

Title Research Associate

Department

Address
Rm. 326, Yost Hall
Cleveland, OH 44106

Institution Case Western Reserve University

Title I HEA State Administrator Marlene Rushay, Board of Regents - OHIO

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Certificate Programs for Albuquerque Public Schools Paraprofessionals **Project Duration:** 6/77-6/79

Participants: Public school teacher aides and secretaries **Number Served:** 65

Project Summary: The primary objective of the project was the development of certificate programs for educational aides and secretarial staff of the Albuquerque Public Schools. The University of Albuquerque offered two nine-month certificate programs for these two groups, starting in September 1977.

Methods: Each certificate program consisted of eight courses offered in sequence. Course lasted from three to five weeks, with the students meeting a week late in the afternoon or early evening for two-and-a-half hours. Both certificate programs offered a structured curriculum based on the needs of the target population. Upon completion of six of eight courses, the participants received a certificate from the University of Albuquerque.

Institutionalization, Spin Offs, Future Plans: As a direct result of the project, the University of Albuquerque has begun to involve itself in the development of other types of certificate programs for adults. The project is presently in its second year of funding under Title I. It is hoped that by the end of this current funding year that arrangements will be made to continue the program with assistance from the Albuquerque Public Schools system.

Materials Developed: Instructional materials were developed for all classes.

Project Director: Dr. Alice Sevander

Title Coordinator of Teacher Aides
Certificate Programs
Address University of Albuquerque
St. Joseph's Place NW
Albuquerque, NM 87140

Department

Institution University of Albuquerque

Title I HEA State Administrator Thomas Wilson, Board of Educational Finance - NEW MEXICO

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Training Program for Agency Personnel

Project Duration: Nine months

Participants: Social service personnel

Number Served: 380

Project Summary: The project was designed to train personnel in the human service agencies to relate and work effectively with the multiproblem family, and also to implement a training model with workers in the agencies to train other staff personnel.

Methods: The program involves the use of professionals and supporting audiovisuals. There will be ten separate programs (workshops, seminars, and one model training session). Role play and personal development will be emphasized.

Institutionalization, Spin Offs, Future Plans: The college personnel are used as instructors and resource persons. We have involved our staff with trainers from many agencies in the state. The participants feel they will better serve their clientele because of the program sequence.

Materials Developed: A training model to help train new personnel coming into the various social service agencies

Project Director: Gene B. Clark

Title Director of Continuing Education

Department Continuing Education

Address Box 7
Mount Berry, GA 30149

Institution Berry College

Title I HEA State Administrator George Brooks, University of Georgia - GEORGIA

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Expansion of Community Service Programs to Improve Public Agencies

Project Duration: 7/1/77-6/30/78

Participants: County government officials, mental health workers, and criminal justice personnel

Number Served: 2,523

Project Summary: The purpose of the program was developing appropriate education and training programs to improving public agencies in Allegheny County (Pittsburgh)--in particular, the Allegheny County government departments and agencies, the Allegheny County Mental Health/Mental Retardation program, and the Allegheny County Criminal Justice system. Through education and training, an expansion of working relationship and linkages with other community organizations was accomplished.

Methods: All programs were developed and designed in cooperation with the agency and participants involved. Representative planning committees were used to tailor the programs to the specific needs of the agencies and individual staff members in relation to the identified problem in delivery of service. Lectures, discussions, small groups, role-playing, and audiovisual aids were employed when appropriate. Most programs were seminars, workshops, or short courses. Instructors and faculty were selected for their expertise and were often practitioners in the problem area. Educational materials relevant to the topic were distributed at each program. Representative planning committees of educators and participants were involved in developing the program content and format.

Institutionalization, Spin Offs, Future Plans: The Community Services Center has become an integral part of the Community College with a full-time staff of eight (six funded from Vo-Ed. funds from the Pa. Dept. of Education). The Center will continue to cooperate without state or federal funds; however, efforts will be made to obtain federal funds to expand services to the elderly, mentally retarded, handicapped, and displace homemakers. Several additional programs were implemented in 1977-78 as a result of this HEA Title I project. Linkages were developed with 25 public agencies and approximately 60 community organizations.

Materials Developed: A brochure describing the philosophy and programs of the Community Services Center is available for dissemination. A limited number of program brochures are available.

Project Director: Joan W. Murdoch and Doreen D. Heller

Title Dean and Acting Assistant Dean

Department Continuing Education

Address
111 Pines Plaza, 1130 Perry Highway
Pittsburgh, PA 15237

Institution
Community College of
Allegheny County, North

Title I HEA State Administrator Harry W. Riemer, Department of Education -
PENNSYLVANIA

Project Title: An Innovative Training Program For the Preparation of Human Service Paraprofessionals **Project Duration:** 7/1/77-6/30/78

Participants: Interested individuals **Number Served:** 57

Project Summary: This project's intent was to locate persons interested in human service work and to provide an opportunity for self-assessment of goodness-of-fit with such jobs, training in human service skills, relevant job information, and knowledge of community agencies.

Methods: Thirty-six hours of training in 12 three-hour weekly sessions provided an introduction to paraprofessional practice, a look at the job market, a way of understanding the goodness-of-fit between trainee and potential jobs in terms of personal comfort in doing the required activities. The information component required 6 hours, the self-assessment component required 9 hours, and the skills training required 18 hours, with the remaining time spent in pre-post evaluation. The entire instruction program was accomplished on two occasions, fall and spring. Local agencies (EOA-Headstart and SCAN) helped in planning, and others participated in the training sessions.

Institutionalization, Spin Offs, Future Plans: Training ideally could be provided through Continuing Education in the future, though the feasibility of such training has not been explored.

Materials Developed: Manuals to be used in the training sessions were developed prior to the meetings by the project director and others.

Project Director: Dr. Richard Dana

Title Professor of Psychology *Department* Psychology

Address University of Arkansas
Fayetteville, AR 72701

Institution University of Arkansas

Title I HEA State Administrator Hugh L. Mills, University of Arkansas - ARKANSAS

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Reality Therapy Worshop

Project Duration: 10/8/77

Participants: Teachers

Number Served: 42

Project Summary: This project provided to area teachers a 10-step model, stressing positive discipline, applicable to classroom problems. Reality therapy was examined as a means to encourage the student to face reality and accept the responsibility of his/her own behavior in order to generate constructive changes.

Methods: Professor Bob Orr, of Trinity University, San Antonio, Texas, a specialist in the area of reality therapy, conducted a workshop, focusing on Glassers' Reality Therapy, as applied to classroom discipline. The presentation included lecture, demonstration, participation, and an opportunity for each participant to evaluate the workshop.

Institutionalization, Spin Offs, Future Plans: Almost half of the program participants returned a questionnaire. All respondents reported the material learned was applicable to the classroom situation, and all but three reported that they had used the information gained from the study. Respondents reported that they would find an additional workshop helpful, but three reported that lack of time would be prohibitive to attendance at another workshop.

Materials Developed: Not applicable

Project Director: Dr. Mary McGetrick

Title Associate Professor

Department Social Welfare

Address
University of Arkansas
Fayetteville, AR 72701

Institution University of Arkansas

Title I HEA State Administrator Hugh L. Mills, University of Arkansas - ARKANSAS

Community Service & Continuing Education A Higher Education Act, Title I Program Abstract

Project Title: Continuing Education for Building Officials

Project Duration: 7/13/77-9/30/78

Participants: Employees of cities, towns and parishes

Number Served: 120

Project Summary: The purpose of the project was to provide an appropriate educational program for Louisiana's building inspectors and building officials. The courses were designed to prepare those individuals to become licensed as Certified Building Inspectors.

Methods: Sixteen courses presented in seminars and workshops both on campus and off campus.

Institutionalization, Spin Offs, Future Plans: The university administration continued financial support of the project for fiscal year 1978; a uniform statewide certification examination is being developed; and an instructional slide series with an explanatory recording is scheduled to be disseminated nationwide.

Materials Developed:

Statewide certification examination and instructional slide series

Project Director: Dr. Thurman Potts

Title Professor and Head

Department Building Construction

Address
Northeast Louisiana University
Monroe, LA 71201

Institution Northeast Louisiana University

Title I HEA State Administrator Dale Thorn, Board of Regents - LOUISIANA

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Conflict Resolution for School Desegration **Project Duration:** 7/1/77-8/31/78

Participants: School administrators, teachers, parents, and community volunteers **Number Served:** 59

Project Summary: The city of Youngstown, Ohio, has like other communities had a court case pending involving desegregation of the public schools. The objective of this project was to prepare the community for change and to prepare appropriate members to resolve and manage interpersonal conflict.

Methods: Forty hours of conflict management training have been offered to a group of school administrators, teachers, parents, and community volunteers in the Youngstown area. Also, portions of the training have been conducted for four other groups. Many of these participants have, in turn, conducted demonstrations for colleagues and students.

Institutionalization, Spin Offs, Future Plans: The training has now been included as a credit course in the School of Education at Youngstown State University. This training is being made available to anyone interested and the faculty involved in this project are now being called upon regularly to assist school systems, city government, and social service agencies in planning for the solution of internal and external problems.

Materials Developed: An instructor's manual is available.

Project Director: F. Stevens Redburn

Title Director, Center for Urban Studies *Department*

Address Youngstown, OH 44553 *Institution* Youngstown State University

Title I HEA State Administrator Marlene Rushay, Board of Regents - OHIO

Community Service & Continuing Education

78-124-C21

A Higher Education Act, Title I Program Abstract

Project Title: Staff Development for the Community Service Professional

Project Duration: 7/1/78 - 6/30/79

Participants: Employees of post-secondary educational institutions

Number Served: 200

Project Summary: The underlying goal of this project is to enhance the skills of the community service specialist and to provide a mechanism for the improvement of communication linkages between community service agencies and post-secondary educational institutions. The purpose, as defined initially, is to identify the essential and desirable competencies for the community service specialist while providing professional development activities.

Methods: An advisory committee will be formed to plan specific professional development opportunities, identify and recommend other post-secondary educational agencies for possible particpation, and develop a preliminary list of community service professional competencies. In addition, the committee will conduct four different workshops involving different participants throughout the state. Lastly, a monograph describing this project will be developed.

Institutionalization, Spin Offs, Future Plans: Community service professionals will continue to be involved in all facets of planning and implementation of this project. The purpose of such involvement is to model participatory problem solving processes in order to enhance the potential for transferring the identified processes to decision making regarding community needs, services, and programs.

Materials Developed:
Monograph describing this project
Curriculum used in the workshops

Project Director: Arthur W. Burrichter

Title Project Director

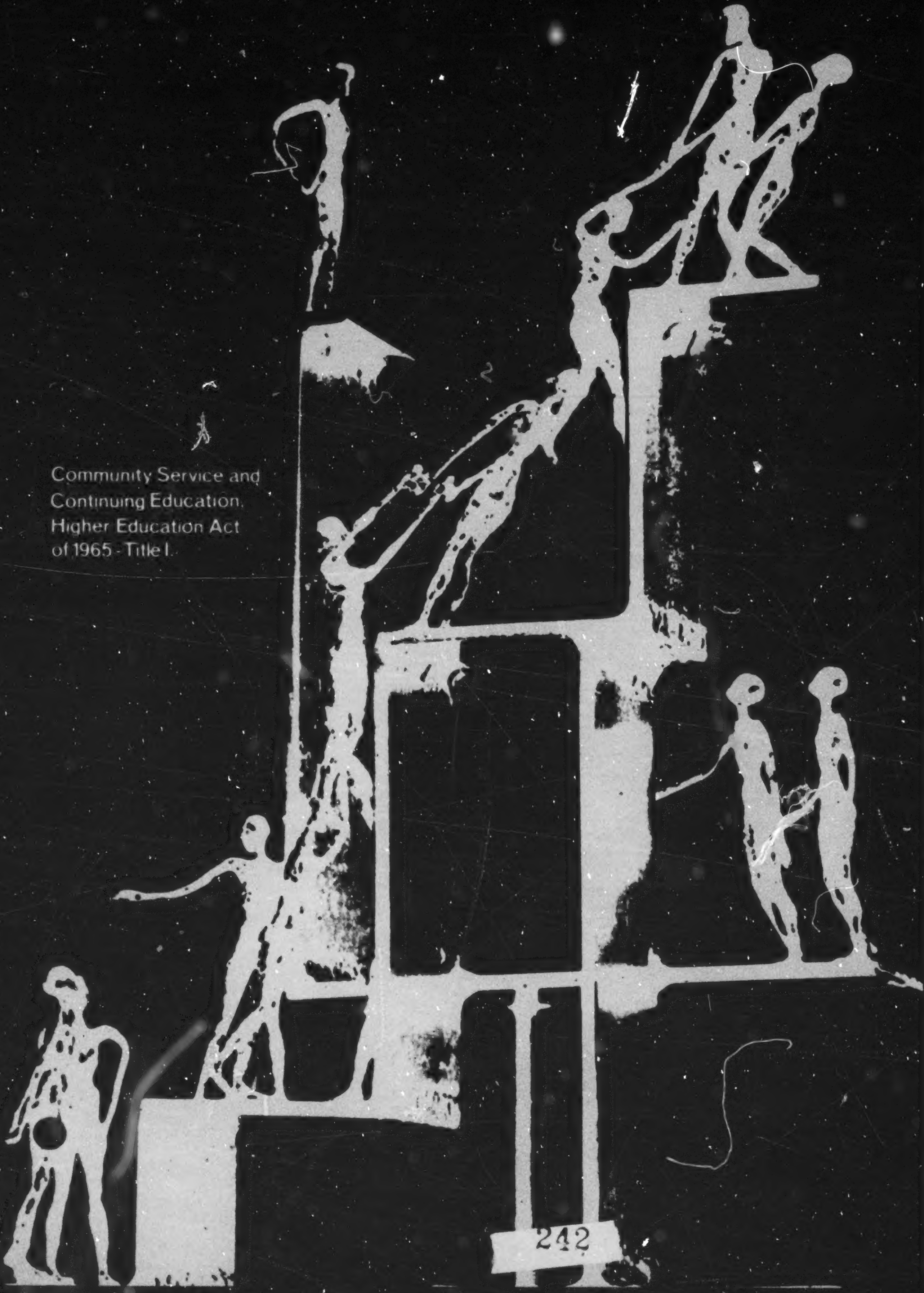
Department College of Education

Address Boca Raton, Florida 33431

Institution Florida Atlantic University

Telephone 305/395-5100 Ext. 2825

Title I HEA State Administrator



Community Service and
Continuing Education,
Higher Education Act
of 1965 - Title I.

HUMAN RESOURCE EDUCATION

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Institute II for Adult Training in the Helping Services

Project Duration: 6/1/77-5/31/78

Participants: Paraprofessionals, preprofessionals, and volunteers working with the disadvantaged or minority persons

Number Served: 50 directly; 100-250 indirectly

Project Summary: Fifty men and women ranging in age from 21 to 55 years of age enrolled in Institute II for the Helping Services. All these students were working or affiliated with agencies dealing with the disadvantaged or minority persons. Through college credit-bearing courses they were taught professional skills and current information in the field, which they shared with fellow workers in the ratio of one student to two to five workers. Such training contributed to the professionalization and efficiency of agency services.

Methods: Four college-bearing courses, The Poor and Their Rights, The Administration of the Helping Services, Social Case Study Analysis, and Community Resources, were offered to the students. Each class represented 37.5 hours of classroom lectures and testing. All the classes were held in the evening. Two courses were offered in the fall semester and two in the spring. The students evaluated the courses very highly.

Institutionalization, Spin Offs, Future Plans: Each student shared the information from the Institute with fellow agency workers who were unable to enroll in the Institute. Roughly, in addition to the 50 students enrolled, some 100 to 250 other persons were influenced by the teachings of the Institute. The Institute hastened the establishing of a major in human services to be offered by the Department of Public Administration, University of Arizona, starting in the fall of 1979.

Materials Developed: None

Project Director: Dr. R. A. Mulligan

Title Professor

Department Public Administration

Address BPA #126, University of Arizona
Tucson, AZ 85721

Institution The University of Arizona, Tucson

Title I HEA State Administrator Dr. R. R. Erbschloe, Commission for Postsecondary Education - ARIZONA

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Human Service Evaluation

Project Duration: 1976-78

Participants: Human Service Workers

Number Served: 60

Project Summary: Goal of the project was to develop an evaluation manual for use by human service paraprofessionals. Designed to take the "mystique" out of the evaluation and include actual service providers (many untrained in this field) in the process, the second year (1977-78) was used to field test the manual.

Methods: The manual was disseminated to sixty human service workers involved in the planning, management, or delivery of services in the San Francisco Bay Area. Each recipient of the manual was asked to complete an evaluation form concerning the utilization of the manual. Telephone interviews and personal discussions were used to obtain feedback from those users who failed to respond.

Institutionalization, Spin Offs, Future Plans: Fully developed, the manual will be distributed for widespread usage and incorporated into relevant college curriculum.

Materials Developed: *A Manual for Self-Evaluation of Human Service Agencies*, as described above.

Project Director: Dr. Judith Lewis

Title	Office of Continuing Education	***Department***	Office of Continuing Education
Address	University of San Francisco San Francisco, CA 94117	***Institution***	University of San Francisco

Title I HEA State Administrator Russell L. Riese, Postsecondary Education Commission - CALIFORNIA

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Cooperative Human Resource Development

Project Duration: 1977

Participants: Continuing education personnel

Number Served: 58

Project Summary: A statewide conference on continuing education served as the focal point for exploring ways in which human resources could be organized and used more effectively to meet the ongoing educational needs of individuals residing in rural areas. The Vermont Higher Educational Council, representatives from the Board of Education, 1202 Commission, various business interests, and representatives from postsecondary institutions in the state and around the country participated in the two-day conference.

Methods: The format was a two-day conference, with several workshop sessions repeated each day so that participants could attend a variety of topics.

Institutionalization, Spin Offs, Future Plans: The conference facilitated and was the impetus for the development of a Continuing Education Association in the state. An ad hoc group was formed the last day of the conference and has met several times and organized two additional statewide meetings.

Materials Developed: Conference summary materials and workshop evaluations are available upon request from the project director.

Project Director: Ken Hood

Title Director of Continuing Studies

Department Continuing Studies

Address Johnson, VT 05656

Institution Johnson State College
St. Joseph the Provider

Title I HEA State Administrator Kathleen Trzaskos, University of Vermont - VERMONT

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Human Resources Planning Conferences

Project Duration: 9/1/77-9/30/78

Participants: Planners and local elected officials

Number Served: 160
Media: 2,000

Project Summary: The purpose of the project was to improve the planning process for human services programs by providing opportunities for exposure and discussion of the problems.

Methods: A three-day conference for planners and local elected officials was conducted on the university campus with resource persons. Three newsletters were produced and circulated to more than 2,000 readers.

Institutionalization, Spin Offs, Future Plans: There is a heavy demand for future conferences and an organization for human resource planners is in an embryo stage.

Materials Developed:

Three editions of the *Human Resource Planner*

Project Director: Dr. George Drake

Title Professor

Department Sociology

Address
Western Washington University
Bellingham, WA 98225

Institution
Western Washington
University

Title I HEA State Administrator Doris Coates, Office of Governor - WASHINGTON

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Workshops on Negotiations for North Dakota School Personnel

Project Duration: 1977-78

Participants: Community leaders

Number Served: 310

Project Summary: The program provided a common atmosphere for all parties of the negotiations process. It enabled the participants of the workshop to see negotiations as total process, rather than just "their" side. An important factor of this program was the cooperation shown, and the willingness on the part of the participants to learn.

Methods: The workshops were held at four convenient sites in the state of North Dakota. Each faculty member developed materials specifically designed for his session. Each workshop opened with a keynote presentation and was followed by these sessions: (1) Selecting and preparing the bargaining teams, (2) the bargaining session, (3) legal framework for negotiations, (4) contract language, and (5) mediations/fact finding. The participants were allowed to attend the sessions of their choice.

Institutionalization, Spin Offs, Future Plans: Because of the success of this program, a similar series is being planned for next year, a new graduate course on the legal basis of negotiations has been developed, and there is an increase in the cooperation among the five institutions of higher education involved.

Materials Developed:

1. A brochure that was used as a handout, guide, and time schedule at each workshop site.
2. Each faculty member developed materials specifically designed for his session. Those materials included, in part the *North Dakota Century Code Chapter 15-38.1 Teachers Representation and Negotiations,* actual previous fact-finding cases with decision, and hypothetical master contracts.

Project Director: Dr. Donald Piper

Title	Chairman, Educational Administration	*Department*	Center for Teaching and Learning
Address	Grand Forks, ND	*Institution*	University of North Dakota

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Title I HEA State Administrator Orlo A. Sundre, Board of Higher Education - NORTH DAKOTA

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Volunteer Administration Management **Project Duration:** 1977-78

Participants: Administrators of volunteers in United Way agencies **Number Served:** 100

Project Summary: The purpose of the program was to upgrade management competence and self-confidence on the part of administrators of volunteers. The program was sponsored by the Voluntary Action Center of the United Way and D'Youville College. Such administrators are not usually able to afford training of the quality offered businesses and yet have a definite need to develop the same competence. It was hoped that an improvement in management understanding and practice on the part of administrators would improve satisfaction and service rendered by volunteers.

Methods: Recruiting participants through the United Way, the project offered administrators six courses in D'Youville's American Management Associations Extension Institute program. Courses were: What Managers Do, Communication Skills for Managers, Human Behavior for Managers, Transactional Analysis for Management, Time Management, and Getting Results Through MBO.

Institutionalization, Spin Offs, Future Plans: The training committees of the Voluntary Action Center and the Junior League of Buffalo have watched the program with interest. Adaptions are being planned whereby integration of the management materials with volunteer agency concerns will result in special participant manuals, taking into account the specific needs of the administrator of volunteers. The Junior League has offered to assist in supporting future projects and to combine efforts to prevent duplication.

Materials Developed: Several articles will be submitted to volunteer administration publications, reporting the results of the project.

Project Director: Dr. Kathleen Connor, GNSH

Title Director

Address
320 Porter Avenue
Buffalo, NY 14201

Department Center for Management Studies

Institution D'Youville College

Title I HEA State Administrator Robert E. Williams, Regents of the University - NEW YORK

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Leadership Training for Improved Delivery of State Employment Services

Project Duration: 7/1/77-8/15/78

Participants: Ohio Bureau of Employment Services Personnel in a 21-county area

Number Served: 545

Project Summary: The purposes of the project were:

1. To implement guidelines and procedures for a more effective working relationship between the OBES and employers.
2. To provide staff training for OBES personnel to improve their operational effectiveness and efficiency and to develop greater levels of motivation among their client job applicants.
3. To expand job information systems and adopt these to the specific needs of 16 OBES branch offices.

Methods: A Northwestern Ohio Job Fair was conducted with selected corporate employers, college students, and college placement directors in attendance. Twelve one-day workshops focusing on discrimination law and affirmative action were held. A training package for updating and streamlining OBES employers relations training was developed. A job satisfaction assessment was developed and administered to 300 OBES members.

Institutionalization, Spin Offs, Future Plans: The project is being continued through a continuation Title I grant and is being expanded on a statewide basis. An important network of communication between the OBES and faculty of Bowling Green State University has been established and OBES has indicated a desire to work with those faculty members on future problems. The university is currently working on ways of funding some specific requests from OBES.

Materials Developed: Psychological tests used in the job satisfaction assessment and curriculum materials from the affirmative action workshops are available.

Project Director: John H. Holmes

Title Professor of Marketing

Department Dept. of Marketing

Address
Bowling Green State University
Bowling Green, OH 43403

Institution Bowling Green State University

Title I HEA State Administrator Marlene Rushay, Board of Regents - OHIO

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Training Trainers: An Interpretation of the Findings of the Citizens Committee for Human Services

Project Duration: 7/1/77-8/31/78

Participants: A group of present and emerging community leaders

Number Served: 271

Project Summary: The objective of the project was addressing the multiple problems of fragmentation, underutilization of funding sources, and service delivery characteristics of human service delivery systems in Columbus, Ohio.

Methods: Three workshops were held for members of the Columbus Area Leadership Program, a group of approximately 200 emerging and potential community leaders who have participated in a nine-month program in which they were trained in the development of leadership skills and taught about the organization, financing, and administration of Columbus, Ohio, human service delivery organizations. A handbook on human services and some audiovisual materials have been developed and used.

Institutionalization, Spin Offs, Future Plans: The handbook and audiovisual materials have been used as reference and training tools for board members of human service delivery system organizations and as a curriculum supplement to several departments at Ohio State University in teaching students.

Materials Developed: A handbook on human service delivery systems and audiovisual materials were developed and are available.

Project Director: Dorothy Reynolds

Title Executive Director

Department Columbus Area Leadership Laboratory

Address
1501 Neil Avenue
Columbus, OH 43201

Institution Ohio State University

Title I HEA State Administrator Marlene Rushay, Board of Regents - OHIO

Project Title: Productivity Training for State of Arizona Employees--Part II

Project Duration: 1977-78

Participants: Middle-management employees of Arizona state agencies

Number Served: 125

Project Summary: Because of increased workload demands coupled with fixed budgets, various State of Arizona agencies have been overloaded with paperwork. These agencies indicated a need for training to help them cope with problems by improving their efficiency. Part I of the project involved training 200 managerial personnel in time management during the summer of 1977. Part II involved training 125 middle managers in improved job efficiency through rapid reading. Five seminars were held statewide to train these state employees to process paperwork more rapidly and efficiently during the summer of 1978.

Methods: Small seminars (limited to 25 participants) were held to train these state employees to process paperwork more efficiently. Participants were trained to read more efficiently. Both speed and comprehension were improved for most participants.

Institutionalization, Spin Offs, Future Plans: Several of the state agencies are continuing the project by funding additional productivity seminars for their employees. Seminars in time management have been held, and plans have been made to train additional employees in rapid reading.

Materials Developed: None, as this was primarily a training project.

Project Director: Dr. Martha H. Rader

Title Associate Professor

Department Administrative Services

Address Tempe, AZ 85281

Institution College of Business Administration
Arizona State University

Title I HEA State Administrator Dr. R. R. Erbschloe, State Commission for Postsecondary Education - ARIZONA

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Improving Public Service Delivery in the Miami Valley

Project Duration: 6/1/77-5/30/78

Participants: Top and middle-level managers of Miami Valley, Ohio counties, townships, school districts, and special districts

Number Served: 13

Project Summary: The objectives were to inform local Miami Valley public administrators of approaches to improve labor-management relations and increase productivity. An additional objective involved identifying labor relations problems in the participant's home jurisdictions and applying workshop materials to those problems.

Methods: A series of workshops was held in which instructors from the University of Dayton, administrators from local jurisdictions experienced in the handling of certain common problems, and experts from the private sector participated as consultants to the group of local administrators with emphasis on individual and group projects.

Institutionalization, Spin Offs, Future Plans: This project has established a formal structure for public service activities by public administration faculty at the University of Dayton, increased awareness of the value of such activities at the University, and expanded the network of contacts with government officials in southwest Ohio. The University is considering the possibility of including a course in this field as a regular part of the Master of Public Administration Programs.

Materials Developed: None available

Project Director: Frederick R. Inscho

Title Director, Master of Public Administration Programs

Address 104-A St. Joseph's Hall
Dayton, OH

Department Political Science

Institution University of Dayton

Title I HEA State Administrator Marlene Rushay, Board of Regents - OHIO

Project Title: Improving the Skills of Individuals Involved in the Management of Public Funds **Project Duration:** 10/1/77-9/30/78

Participants: Personnel from community service, health and educational agencies **Number Served:** 415

Project Summary: Objectives: identify fiscal problems in public agencies; provide training for administrators and employees of public agencies; assist these individuals in improving financial management and accounting; acquaint these individuals with federal and state fiscal regulations; assist public agencies in maintaining records in conformance with federal and state regulations and thus avoid deficits and the need to reimburse the federal agencies when their regulations are not complied with.

Methods: Workshops were held around the state, which brought the target population into contact with experts in the area of fiscal policy and management who are at the same time sensitive to the special needs of the social services that their agencies provide.

Institutionalization, Spin Offs, Future Plans: Southern University requested that this same program be funded by Title I for the current year, and it was. Several agencies want a concentrated effort on their single agency.

Materials Developed:

Project Director: Dr. Jewel Prestage

Title	Chairperson	*Department*	Political Science
Address	Southern University, Box 922 Baton Rouge, LA 70813	*Institution*	Southern University in Baton Rouge

Title I HEA State Administrator Dale Thorn, Board of Regents - LOUISIANA

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Personal and Professional Development Program for Urban Ministers

Project Duration: 3/1/77-6/1/78

Participants: Pastors, associate/assistant pastors, lay leaders

Number Served: 60

Project Summary: The purposes of the project were (1) to increase the personal and professional competence of a group of Cleveland, Ohio, inner-city ministers for better meeting the human needs of their congregations, (2) to provide certification and college level credit to the participants of the program in order to open opportunities for higher education and professional recognition, and (4) to create a "group" among urban ministers for future self-help.

Methods: The project used instruction in the form of classroom lectures and presentations, small-group experiences for discussion and group development, and field placements and community projects for application of learning.

Institutionalization, Spin Offs, Future Plans: It is expected that Case Western Reserve University will continue the program with its own funds. Participating ministers have become more active in community civic associations and some have made significant career advancement.

Materials Developed: Curriculum outlines, supplemental materials, material lists, and research data on participants are available.

Project Director: Noreen K. Haygood

Title Research Associate

Department

Address Rm. 326, Yost Hall
Cleveland, OH 44106

Institution Case Western Reserve University

Title I HEA State Administrator Marlene Rushay, Board of Regents - OHIO

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Certificate Programs for Albuquerque Public Schools Paraprofessionals

Project Duration: 6/77-6/79

Participants: Public school teacher aides and secretaries

Number Served: 65

Project Summary: The primary objective of the project was the development of certificate programs for educational aides and secretarial staff of the Albuquerque Public Schools. The University of Albuquerque offered two nine-month certificate programs for these two groups, starting in September 1977.

Methods: Each certificate program consisted of eight courses offered in sequence. Course lasted from three to five weeks, with the students meeting a week late in the afternoon or early evening for two-and-a-half hours. Both certificate programs offered a structured curriculum based on the needs of the target population. Upon completion of six of eight courses, the participants received a certificate from the University of Albuquerque.

Institutionalization, Spin Offs, Future Plans: As a direct result of the project, the University of Albuquerque has begun to involve itself in the development of other types of certificate programs for adults. The project is presently in its second year of funding under Title I. It is hoped that by the end of this current funding year that arrangements will be made to continue the program with assistance from the Albuquerque Public Schools system.

Materials Developed: Instructional materials were developed for all classes.

Project Director: Dr. Alice Sevander

Title Coordinator of Teacher Aides Certificate Programs

Department

Address
University of Albuquerque
St. Joseph's Place NW
Albuquerque, NM 87140

Institution University of Albuquerque

Title I HEA State Administrator Thomas Wilson, Board of Educational Finance - NEW MEXICO

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Training Program for Agency Personnel **Project Duration:** Nine months

Participants: Social service personnel **Number Served:** 380

Project Summary: The project was designed to train personnel in the human service agencies to relate and work effectively with the multiproblem family, and also to implement a training model with workers in the agencies to train other staff personnel.

Methods: The program involves the use of professionals and supporting audiovisuals. There will be ten separate programs (workshops, seminars, and one model training session). Role play and personal development will be emphasized.

Institutionalization, Spin Offs, Future Plans: The college personnel are used as instructors and resource persons. We have involved our staff with trainers from many agencies in the state. The participants feel they will better serve their clientele because of the program sequence.

Materials Developed: A training model to help train new personnel coming into the various social service agencies

Project Director: Gene B. Clark

Title Director of Continuing Education *Department* Continuing Education

Address Box 7
Mount Berry, GA 30149

Institution Berry College

Title I HEA State Administrator George Brooks, University of Georgia - GEORGIA

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Expansion of Community Service Programs to Improve Public Agencies

Project Duration: 7/1/77-6/30/78

Participants: County government officials, mental health workers, and criminal justice personnel

Number Served: 2,523

Project Summary: The purpose of the program was developing appropriate education and training programs to improving public agencies in Allegheny County (Pittsburgh)--in particular, the Allegheny County government departments and agencies, the Allegheny County Mental Health/Mental Retardation program, and the Allegheny County Criminal Justice system. Through education and training, an expansion of working relationship and linkages with other community organizations was accomplished.

Methods: All programs were developed and designed in cooperation with the agency and participants involved. Representative planning committees were used to tailor the programs to the specific needs of the agencies and individual staff members in relation to the identified problem in delivery of service. Lectures, discussions, small groups, role-playing, and audiovisual aids were employed when appropriate. Most programs were seminars, workshops, or short courses. Instructors and faculty were selected for their expertise and were often practitioners in the problem area. Educational materials relevant to the topic were distributed at each program. Representative planning committees of educators and participants were involved in developing the program content and format.

Institutionalization, Spin Offs, Future Plans: The Community Services Center has become an integral part of the Community College with a full-time staff of eight (six funded from Vo-Ed. funds from the Pa. Dept. of Education). The Center will continue to cooperate without state or federal funds; however, efforts will be made to obtain federal funds to expand services to the elderly, mentally retarded, handicapped, and displace homemakers. Several additional programs were implemented in 1977-78 as a result of this HEA Title I project. Linkages were developed with 25 public agencies and approximately 60 community organizations.

Materials Developed: A brochure describing the philosophy and programs of the Community Services Center is available for dissemination. A limited number of program brochures are available.

Project Director: Joan W. Murdoch and Doreen D. Heller

Title Dean and Acting Assistant Dean

Department Continuing Education

Address
111 Pines Plaza, 1130 Perry Highway
Pittsburgh, PA 15237

Institution
Community College of
Allegheny County, North

Title I HEA State Administrator Harry W. Riemer, Department of Education - PENNSYLVANIA

Project Title: An Innovative Training Program For the Preparation of Human Service Paraprofessionals

Project Duration: 7/1/77-6/30/78

Participants: Interested individuals

Number Served: 57

Project Summary: This project's intent was to locate persons interested in human service work and to provide an opportunity for self-assessment of goodness-of-fit with such jobs, training in human service skills, relevant job information, and knowledge of community agencies.

Methods: Thirty-six hours of training in 12 three-hour weekly sessions provided an introduction to paraprofessional practice, a look at the job market, a way of understanding the goodness-of-fit between trainee and potential jobs in terms of personal comfort in doing the required activities. The information component required 6 hours, the self-assessment component required 9 hours, and the skills training required 18 hours, with the remaining time spent in pre-post evaluation. The entire instruction program was accomplished on two occasions, fall and spring. Local agencies (EOA-Headstart and SCAN) helped in planning, and others participated in the training sessions.

Institutionalization, Spin Offs, Future Plans: Training ideally could be provided through Continuing Education in the future, though the feasibility of such training has not been explored.

Materials Developed: Manuals to be used in the training sessions were developed prior to the meetings by the project director and others.

Project Director: Dr. Richard Dana

Title Professor of Psychology

Department Psychology

Address
University of Arkansas
Fayetteville, AR 72701

Institution University of Arkansas

Title I HEA State Administrator Hugh L. Mills, University of Arkansas - ARKANSAS

Project Title: An Innovative Training Program For the Preparation of Human Service Paraprofessionals

Project Duration: 7/1/77-6/30/78

Participants: Interested individuals

Number Served: 57

Project Summary: This project's intent was to locate persons interested in human service work and to provide an opportunity for self-assessment of goodness-of-fit with such jobs, training in human service skills, relevant job information, and knowledge of community agencies.

Methods: Thirty-six hours of training in 12 three-hour weekly sessions provided an introduction to paraprofessional practice, a look at the job market, a way of understanding the goodness-of-fit between trainee and potential jobs in terms of personal comfort in doing the required activities. The information component required 6 hours, the self-assessment component required 9 hours, and the skills training required 18 hours, with the remaining time spent in pre-post evaluation. The entire instruction program was accomplished on two occasions, fall and spring. Local agencies (EOA-Headstart and SCAN) helped in planning, and others participated in the training sessions.

Institutionalization, Spin Offs, Future Plans: Training ideally could be provided through Continuing Education in the future, though the feasibility of such training has not been explored.

Materials Developed: Manuals to be used in the training sessions were developed prior to the meetings by the project director and others.

Project Director: Dr. Richard Dana

Title Professor of Psychology

Department Psychology

Address University of Arkansas
Fayetteville, AR 72701

Institution University of Arkansas

Title I HEA State Administrator Hugh L. Mills, University of Arkansas - ARKANSAS

Project Title: Reality Therapy Worshop

Project Duration: 10/8/77

Participants: Teachers

Number Served: 42

Project Summary: This project provided to area teachers a 10-step model, stressing positive discipline, applicable to classroom problems. Reality therapy was examined as a means to encourage the student to face reality and accept the responsibility of his/her own behavior in order to generate constructive changes.

Methods: Professor Bob Orr, of Trinity University, San Antonio, Texas, a specialist in the area of reality therapy, conducted a workshop, focusing on Glassers' Reality Therapy, as applied to classroom discipline. The presentation included lecture, demonstration, participation, and an opportunity for each participant to evaluate the workshop.

Institutionalization, Spin Offs, Future Plans: Almost half of the program participants returned a questionnaire. All respondents reported the material learned was applicable to the classroom situation, and all but three reported that they had used the information gained from the study. Respondents reported that they would find an additional workshop helpful, but three reported that lack of time would be prohibitive to attendance at another workshop.

Materials Developed: Not applicable

Project Director: Dr. Mary McGetrick

Title Associate Professor

Department Social Welfare

Address University of Arkansas
Fayetteville, AR 72701

Institution University of Arkansas

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Continuing Education for Building Officials

Project Duration: 7/13/77-9/30/78

Participants: Employees of cities, towns and parishes

Number Served: 120

Project Summary: The purpose of the project was to provide an appropriate educational program for Louisiana's building inspectors and building officials. The courses were designed to prepare those individuals to become licensed as Certified Building Inspectors.

Methods: Sixteen courses presented in seminars and workshops both on campus and off campus.

Institutionalization, Spin Offs, Future Plans: The university administration continued financial support of the project for fiscal year 1978; a uniform statewide certification examination is being developed; and an instructional slide series with an explanatory recording is scheduled to be disseminated nationwide.

Materials Developed:

Statewide certification examination and instructional slide series

Project Director: Dr. Thurman Potts

Title	Professor and Head	*Department*	Building Construction
Address	Northeast Louisiana University Monroe, LA 71201	*Institution*	Northeast Louisiana University

Title I HEA State Administrator Dale Thorn, Board of Regents - LOUISIANA

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Conflict Resolution for School Desegration **Project Duration:** 7/1/77-8/31/78

Participants: School administrators, teachers, parents, and community volunteers **Number Served:** 59

Project Summary: The city of Youngstown, Ohio, has like other communities had a court case pending involving desegregation of the public schools. The objective of this project was to prepare the community for change and to prepare appropriate members to resolve and manage interpersonal conflict.

Methods: Forty hours of conflict management training have been offered to a group of school administrators, teachers, parents, and community volunteers in the Youngstown area. Also, portions of the training have been conducted for four other groups. Many of these participants have, in turn, conducted demonstrations for colleagues and students.

Institutionalization, Spin Offs, Future Plans: The training has now been included as a credit course in the School of Education at Youngstown State University. This training is being made available to anyone interested and the faculty involved in this project are now being called upon regularly to assist school systems, city government, and social service agencies in planning for the solution of internal and external problems.

Materials Developed: An instructor's manual is available.

Project Director: F. Stevens Redburn

Title Director, Center for Urban Studies *Department*

Address Youngstown, OH 44553 *Institution* Youngstown State University

Title I HEA State Administrator Marlene Rushay, Board of Regents - OHIO

Community Service & Continuing Education

78-124-021

A Higher Education Act, Title I Program Abstract

Project Title: Staff Development for the Community Service Professional

Project Duration: 7/1/78 - 6/30/79

Participants: Employees of post-secondary educational institutions

Number Served: 200

Project Summary: The underlying goal of this project is to enhance the skills of the community service specialist and to provide a mechanism for the improvement of communication linkages between community service agencies and post-secondary educational institutions. The purpose, as defined initially, is to identify the essential and desirable competencies for the community service specialist while providing professional development activities.

Methods: An advisory committee will be formed to plan specific professional development opportunities, identify and recommend other post-secondary educational agencies for possible particpation, and develop a preliminary list of community service professional competencies. In addition, the committee will conduct four different workshops involving different participants throughout the state. Lastly, a monograph describing this project will be developed.

Institutionalization, Spin Offs, Future Plans: Community service professionals will continue to be involved in all facets of planning and implementation of this project. The purpose of such involvement is to model participatory problem solving processes in order to enhance the potential for transferring the identified processes to decision making regarding community needs, services, and programs.

Materials Developed:
Monograph describing this project
Curriculum used in the workshops

Project Director: Arthur W. Burrichter

Title Project Director

Department College of Education

Address Boca Raton, Florida 33431

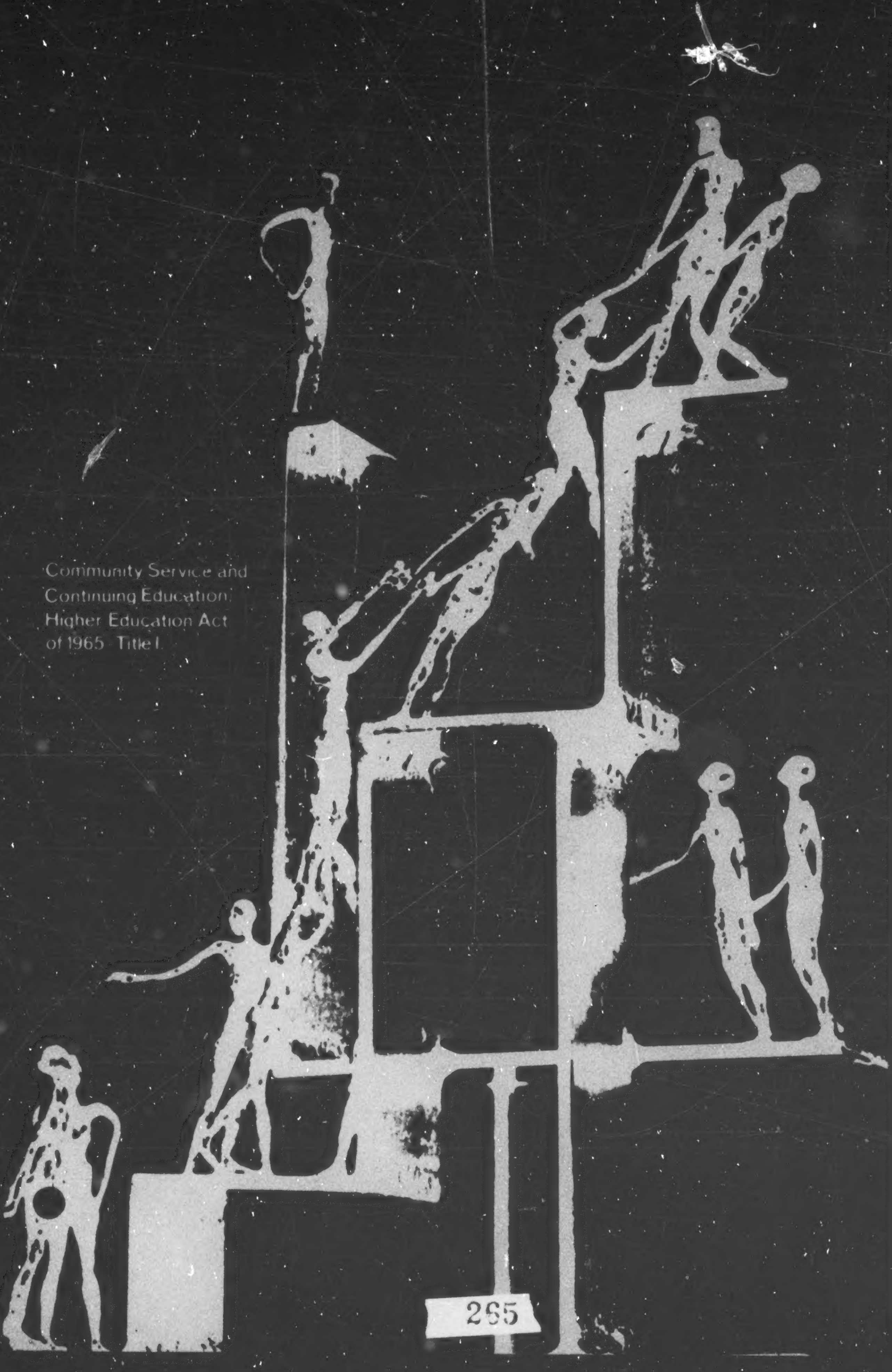
Institution Florida Atlantic University

Telephone 305/395-5100 Ext. 2825

Title I HEA State Administrator

Section II
Natural Resource Development

ENERGY



Community Service and
Continuing Education:
Higher Education Act
of 1965 · Title I

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Energy Conservation Education and the Northeast Miss. Jr. College

Project Duration: 9/9/77-9/8/78

Participants: Mayors; Supervisors, Superintendents of Education; housewives businessmen; lay persons

Number Served: 815

Project Summary: The objectives of the project were to:

(1) Develop community-wide programs on conservation of energy.
(2) Enlist the cooperation of the community for an energy conservation and awareness campaign.
(3) Relate how the consumer benefits from energy conservation.
(4) Show how business and industry benefit from energy conservation.
(5) Design ideas to harness man-made materials, the sun, wind, and even the earth to conserve energy in new or remodeling buildings.
(6) To find efficient means of using present energy supplies.

Methods: The program was implemented through twelve months of workshop seminars held several times each month at various locations in the Northeast Mississippi area.

Institutionalization, Spin Offs, Future Plans: The project will be continued through the further use of Title IA funds and institutional funding.

Materials Developed: None

Project Director Dr. James L. Rhodes

Title Administrative Assistant

Department Office of the President

Address Booneville, MS 38829

Institution Northeast MS Jr. College

Title I HEA State Administrator Dr. Thomas C. Meredith, Board of Trustees of State Institutions of Higher Learning - MISSISSIPPI

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Workshop for Continuing Education for Community College Instructors on Energy Conservation

Project Duration: 1977-78

Participants: Community College Instructors

Number Served: 48

Project Summary: A legislated mandate to regulate and change energy consumption patterns in California initiated talks between community and educational groups concerning educating the general public on energy issues. Lack of information on energy and curricula in the community colleges was one among many problems. With the aid of the community college chancellor's office, recruitment of community college instructors involved in related disciplines began for a two-week workshop to update their information. The purpose of the two-week course on energy conservation was to develop community college faculty's understanding of energy conservation through a program that included energy conservation, energy resources, energy economics and energy policy.

Methods: The program accomplished its goals through an initial 12-day workshop offered in the summer to community college instructors which covered 25 topics and included three field trips. A follow-up workshop was later conducted, focusing on how to give hand-on workshops. The workshop lasted five days during which time the 26 participants built a flat plate solar collector for water heating, and a solar greenhouse. Also included were films, evening lectures and discussions.

Institutionalization, Spin Offs, Future Plans: By coming in contact with Energy Extension at U.C. Davis, a base of people now understand that there are many resources for keeping informed on energy. The spin-off result has been a creation of local new programs, instructors joining and helping budding organizations, many people building solar collectors that turned into demonstration projects in their communities, and grants being received at some campuses. A secondary spin-off has been the cooperation between the university and community colleges. The university is now viewed as a support base for community college instructors involved in energy education.

Materials Developed: Information on curriculum materials may be obtained by contacting the project director.

Project Director: Dr. Jan Hamrin

Title Director, UC Energy Extension Service

Address
Mrak Hall, UC Davis
Davis, CA 95616

Department University of California Energy Extension Service

Institution University of California at Davis

Title I HEA State Administrator Russell L. Riese, Postsecondary Education Commission - CALIFORNIA

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Consumer Energy Conservation

Project Duration:

Participants: Retired or unemployed primary and secondary school teachers trained as traveling teachers, and home energy auditors (field staff members of public service agencies and the Wisconsin Gas Company)

Number Served:

Project Summary: The project offered paraprofessionals 72 hours of instruction in preparation for going through a house with the home owner, analyzing its present energy loss, and advising the owner about the actions he could take to reduce this loss, what the actions will cost, where he could obtain financial assistance, and whether it would be economically sound to do so.

Methods: A 12-week 72-hour course on "Residential Energy Conservation" was developed and taught in autumn 1977. A modified 50-hour course was taught in April 1978. Home audits; community group slide/film strip presentation; and home energy conservation displays set up at Midwest Conference on Neighborhoods and at Milwaukee County Fair.

Institutionalization, Spin Offs, Future Plans: Waukesha Technical Institute offers a course based on "How to Figure Your Home's Thermal Proficiency." A group, Milwaukee Alliance to Save Energy, was formed and will continue public education efforts. Wisconsin was selected as one of 10 pilot states for federally funded Energy Extension Service. Several agencies are continuing to provide auditing service to the community.

Materials Developed: Course outlines and a handout, *Thermal Proficiency--How Does Your Home Rate?*

Project Director: Dave Sharpe

Title	Milwaukee County Community Development Agent	**Department**	Community Programs
Address	9722 Watertown Plan Road Wauwatosa, WI 53226	**Institution**	University of Wisconsin-Extension

Title I HEA State Administrator Lorna M. Miller, University of Wisconsin-Extension - WISCONSIN

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Toward an Energy Action Plan

Project Duration: 1978-79

Participants: Community, business, industry, government, mass media

Number Served: 500

Project Summary: The project has four primary and highly interrelated objectives: (1) identify the "state of the art" of energy education and information in Michigan; (2) develop a prototype comprehensive, integrated energy education model for communities, including techniques to (a) achieve interagency/organization cooperation, (b) develop an effective curriculum to meet client needs, and (c) deliver action-oriented knowledge to learners; (3) develop a conceptual model of a comprehensive statewide energy conservation program to present to an advisory group for review, modification, and elaboration; and (4) organize a statewide adult education energy conservation advisory council.

Methods: One of the four major components of the project is underway. Project EnCon has been developing a prototype community energy education program that will be finalized in 1978-79 using Flint as the test community. A portion of another component has been started: identification of the general "state of the art" of energy education. Major emphasis in 1978-79 will be on identifying organizations, leaders and materials in energy in Michigan in all major sectors. A third new component will be completed during 1978-79: development of a conceptual model of a comprehensive statewide energy conservation program. The fourth major component, organization of an advisory council/task force, will result from some of the outcomes of two of the previous components.

Institutionalization, Spin Offs, Future Plans: A plan will be developed and proposed for ways to disseminate some of this information, which may be of immediate use to communities for their ongoing programs, as well as pave the way for the planned statewide program and achieve consensus about common goals between various organizations involved with energy education. Thus, a comprehensive energy program for adult education and information will be developed, within which existing and new energy conservation information, materials, and projects can be effectively integrated.

Materials Developed: Prototype community energy education curriculum material to be developed June 1979.

Project Director: C. Robert Muth

Title Assistant to the Dean for Special Programs

Address 516 Erickson Hall
East Lansing, MI 48824

Department College of Education

Institution Michigan State University

Title I HEA State Administrator Richard J. Smith, State Department of Education - MICHIGAN

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Operation: S.A.V.E.
(Save America's Valuable Energy)

Project Duration: 1978-79

Participants: General public, especially students, educators, municipal employees, senior citizens, low-income groups, and business/industry employees

Number Served: 50,000 (estimated)

Project Summary: A random survey recently revealed that the city of Grand Rapids currently does not have a comprehensive energy education plan of action. Institutions have directed their efforts toward energy conservation within their companies. To date these institutions have not coordinated their resources for a community-wide effort at energy awareness. Operation: S.A.V.E. seeks to unite these efforts and provide a community-based energy education program.

Methods: Operation: S.A.V.E. is a new project. Three innovative features of the project include (1) production of a series of videotapes on various energy education concepts; (2) establishment of a local resource pool which is called the Energy Advisory Council; and (3) the establishment of a delivery system which shall address the target populations mentioned above primarily through local cablevision station.

Institutionalization, Spin Offs, Future Plans: As a forerunner of the videotape series, we plan to sponsor a seminar in February dealing with the new tax laws regarding energy, home and car conservation tips, and solar uses. College staff members will give a presentation and lead a question and answer session. The seminar will be advertised in the community through public announcements and schools. Positive response to this will hopefully lead to a series of minicourses dealing with various energy topics. The entire college staff will be able to view the videotapes next fall before classes start. They will be given ways to use the tapes in the various courses.

Materials Developed:

Videotapes (not yet completed)

Project Director: Lynne M. Goede

Title Coordinator, Paraprofessional Programs

Department Continuing Education

Address
143 Bostwick N.E.
Grand Rapids, MI 49503

Institution Grand Rapids Junior College

Title I HEA State Administrator Richard Smith, State Board of Education - MICHIGAN

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Community Education in Energy Conservation **Project Duration:** 6/1/77-6/30/78

Participants: Residents of Pierce County **Number Served:** 717

Project Summary: The purpose of this project was extending information about national, regional, and local energy issues to the adult public represented by members of community organizations.

Methods: A 30-minute automated slide-tape was prepared for use as a basis for programs at meetings of public interest groups. Materials were selected to raise audience consciousness of present and future energy supplies and needs.

Institutionalization, Spin Offs, Future Plans: The faculty within the College continue to utilize the slide-tape show. Other organizations that assisted in the planning and development of the slide-tape are using it in their education programs. These groups are the Pierce County Community Action Agency, the Audubon Society, Sierra Club, League of Women Voters, and the Washington State Energy Office.

Materials Developed: A 30-minute slide-tape (90 slides)
Three copies are available through libraries of the area

Project Director: Dr. William Giddings

Title Professor of Chemistry *Department* Chemistry

Address Pacific Lutheran University
Tacoma, WA 98447
Institution Pacific Lutheran

Title I HEA State Administrator Doris Coates, Office of Governor - WASHINGTON

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Community Planning for Energy Conservation **Project Duration:** 5/15/77-8/31/78

Participants: Residents of Cheney and city officials **Number Served:** 501

Project Summary: The purpose of the project was assisting the city of Cheney, the Cheney Environmental Council, and other residents in the development of plans for community-wide energy conservation and recycling programs. It provided information concerning current energy use patterns, future supply and demand for energy, and anticipated problems. It also provided information on solid waste management with feasible alternatives and a mechanism for effective citizen involvement in the city policy-making process.

Methods: Using the BPA fly-over thermograms, an insulation audit was provided each household, with accompanying education on how to work with the information. Local news media were used to get out current and relevant energy information. A community group was organized and trained to turn an old school building into a recycling center.

Institutionalization, Spin Offs, Future Plans: With much added support from the State Energy Office, the project received one year of Title I funding.

Materials Developed: A collection of reference works on energy is now housed at the library of Eastern Washington University.

Project Director: Dr. Frank Nicol

Title	Director	*Department*	Biology
Address	Center for Environmental Studies Cheney, WA 99004	*Institution*	Eastern Washington University

Title I HEA State Administrator Doris Coates, Office of Governor - WASHINGTON

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Seminar Series in Energy Research and Conservation and Environmental Protection

Project Duration: 7/1/78-6/30/79

Participants: Community citizens

Number Served: Estimate: 300-400

Project Summary: The purpose of this seminar series is increasing the citizens' awareness of energy and conservation. The program is designed to acquaint the citizen with conservation of present forms of energy and therefore extend supplies and reduce monetary outlay; another goal is informing the public of developing sources of energy and their potential impact in the future. The other aspect of this program is educating the public about the importance of water conservation, due to a dwindling supply of this valuable natural resource.

Methods: A number of program formats are being employed, including lectures, panel discussions, small group discussions, and video presentations. The seminar series is being advertised through promotional brochures distributed before the seminar series program is to be held. Individual fliers are sent before each individual seminar. Advertisement of the seminar series is also being accomplished via radio and newspaper advertisements.

Institutionalization, Spin Offs, Future Plans: This program should help the citizens become more aware of the valuable role of the college in the community. If the program draws enough interest, the college hopes to continue the program and if warranted, to expand the program.

Materials Developed: Fliers have been developed to advertise the program. Originators of the project originally intended to develop a handbook on the use and conservation of energy and water; however, it was found that Oklahoma State University had developed a superior handbook using Title I money, therefore it was decided that the purchase and distribution of this handbook would be in the best interest of the program and the citizens as it may allow the program to involve more seminars and speakers.

Project Director: Mike Cummins

Title Instructor

Department Biological Sciences

Address Claremore Junior College
Claremore, OK 74017

Institution Claremore Junior College

Title I HEA State Administrator Jerry L. Hargis, Oklahoma State Regents for Higher Education - OKLAHOMA

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Facilitating the Use of the Local Public Library as a Transfer Agent in Energy Information and Education

Project Duration: 1978-79

Participants: Reference librarians in public libraries

Number Served: 35

Project Summary: This project is designed to facilitate the utilization of the local public library as a setting for energy resource information dissemination and education at the community level by providing training for reference librarians in these areas and by raising citizens' awareness of the public library as a source of energy information and education.

Methods: Phase I of the project consists of a training institute for reference librarians to be held in March 1979. Phase II of the project will concentrate on community programming efforts at the local level. Participants at the training institute will return to their home communities to begin planning a local community program in energy education. Following these efforts, each participant will be required to plan and execute a community program to be sponsored by the local public library, which would focus on energy problems and conservation.

Institutionalization, Spin Offs, Future Plans: This program will be used as a means of focusing citizen attention on the public library as a source of energy information and education. An advisory committee, as well as community experts, has been formed to guide the overall direction of the project. Included among advisory committee members are library science faculty and municipal librarians. It is anticipated that the State Library Association and other librarian groups will develop community-based programming through this long-term effort.

Materials Developed: An institute training manual with bibliography is to be developed.

Project Director: Ruth Person

Title Coordinator

Address
580 Union Drive
Ann Arbor, MI 48109

Department Continuing Education

Institution
School of Library Science
University of Michigan

Title I HEA State Administrator Richard J. Smith, State Board of Education - MICHIGAN

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Toward an Energy Action Plan **Project Duration:** 1978-79

Participants: Community, business, industry, government, mass media **Number Served:** 500

Project Summary: The project has four primary and highly interrelated objectives: (1) identify the state of the art of energy education and information in Michigan; (2) develop a prototype comprehensive and integrated energy education model for communities, including techniques to (a) achieve inter-agency/organization cooperation, (b) develop an effective curriculum to meet client needs, and (c) deliver action-oriented knowledge of learners; (3) develop a conceptual model of a comprehensive statewide energy conservation program to present to an advisory group for review, modification, and elaboration; and (4) organize a statewide adult education energy conservation advisory council.

Methods: One of the components is underway. Project EnCon has been developing a prototype community energy education program that will be finalized in 1978-79, using Flint as the test community. A portion of another component has been started--identification of the general state of the art of energy education. Major emphasis in 1978-79 will be on identifying organizations, leaders, and materials in energy in Michigan in all major sectors. A third new component will be completed during 1978-79--development of a conceptual model of comprehensive statewide energy conservation program. The fourth major component, organization of an advisory council/task force, will result from some of the outcomes of two of the previous components.

Institutionalization, Spin Offs, Future Plans: A plan will be developed and proposed for ways to disseminate some of this information to communities for their ongoing programs, as well as to pave the way for the planned statewide program and to achieve concensus about common goals between various organizations involved with energy education. All this will facilitate the development of a comprehensive energy program for adult education and information within which existing and new energy conservation information, materials, and projects can be effectively integrated.

Materials Developed: Prototype community energy education curriculum material to be developed June 1979.

Project Director: C. Robert Muth

Title Assistant to the Dean for Special Programs

Address
516 Erickson Hall
East Lansing, MI 48824

Department College of Education

Institution Michigan State University

Title I HEA State Administrator Richard J. Smith, Department of Education - MICHIGAN

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Energy Conservation Seminar

Project Duration: 7/1/77-6/30/78

Participants: Executive middle managers and operating personnel responsible for energy management

Number Served: 54

Project Summary: The project was designed to improve the expertise of executive and middle management and operating personnel who are responsible for managing, conserving, or operating energy resources in public institutions, private nonprofit organizations and governmental units.

Methods: A combustion and an electrical engineer assisted in the presentation of 16 hours of seminars held in three communities in southeastern Ohio. The program focused on problem-solving techniques and a survey of literature in the field, which is accessible to participants for future problem-solving.

Institutionalization, Spin Offs, Future Plans: Participants gained knowledge about energy management related specificially to solution of their current needs and resources to solve future problems. A by-product has been an increased interest in shaping codes, regulations and laws that mandate energy expenditures that they consider excessive.

Materials Developed: None

Project Director: Kenneth Holmes

Title Training Officer-Staff Development

Department

Address
Cambridge Mental Health and
Retardation Center
Cambridge, OH 43275

Institution Muskingum Area Technical College

Title I HEA State Administrator Marlene Rushay, Ohio Board of Regents - OHIO

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Home Energy Conservation Workshops

Project Duration: 9/1/77-8/31/78

Participants: General public

Number Served: 424

Project Summary: The project consisted of the development of materials for and presentation of workshops on home energy conservation in the northern region of the state. Twenty-five workshops were held in 16 locations, with the majority of the workshops cosponsored by community agencies and organizations. Each workshop covered topics determined by the needs of the group. Examples are: heating with wood stoves and fireplaces, weatherstripping, insulation, passive solar energy systems, and maintenance of central heating.

Methods: The project staff developed a resource information center, prepared exhibit and demonstration devices and assembled reference packets during the planning phase of the project. Cosponsoring community organizations were identified, and the local contact person handled publicity and other arrangements. Workshops varied in content depending upon the target audience and were one to four hours in length. Displays and audiovisual materials were used, and questions-and-answer sessions followed formal presentations. Participants received packets of resource materials obtained from businesses, utility companies, government agencies, etc.

Institutionalization, Spin Offs, Future Plans: A follow-up project to train community specialists in home energy conservation is being funded by Title I-HEA. West Virginia University is also offering a continuing education course on energy efficient housing design and retrofitting in response to needs identified during the project.

Materials Developed: Most of the demonstration devices and audiovisual materials used in the project are available for community use: They are described in the *Energy Conservation Directory,* an annotated listing of selected publications, media, and agencies available to interested perons in northern West Virginia.

Project Director: Dr. David L. McCrory

Title Coordinator of Field Projects

Department Technology Education

Address 2929 University Avenue
Morgantown, WV 26506

Institution West Virginia University

Title I HEA State Administrator Joyce W. Daniels, Board of Regents - WEST VIRGINIA

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Citizens Energy Information Center, Solar Energy, Adult Education, and Technical Training Program **Project Duration:** 7/1/78-6/30/79

Participants: Skilled and semiskilled tradespersons, teachers of adult education solar energy courses, private citizens **Number Served:**

Project Summary: This program is a cooperative project of Doane College, Peru State College, and Southeast Technical Community College and the Board of Directors of Midwest Energy Alternatives. It involves: the establishment of an energy information center and reference library that would be an accessible outlet for energy-related resources for community action agencies, labor unions, farm organizations, etc., and the continuation and expansion of the use made of the resources available through the Midwest Energy Alternatives by providing information and conducting workshops for tradespersons and teachers of solar energy courses.

Methods:

Institutionalization, Spin Offs, Future Plans:

Materials Developed:

Project Director: David Osterhout

Title Vice President for Finance *Department*

Address Crete, NB 68333 *Institution* Doane College

Title I HEA State Administrator John R. Wittstruck, Department of Economic Development - NEBRASKA

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Community and Leadership Development Service Related to Energy Development in Northwest Colorado

Project Duration: 12 Months

Participants: Community leaders, city/county elected officials, planners, managers, citizens

Number Served: Direct 1,229
Indirect 6,500

Project Summary: The FY-77 community service program dealt with energy development and impact, human services, and technical assistance. The primary activities included: public meetings, seminars and workshops dealing with energy growth, development, planning, conservation, and meeting human service needs while undergoing impact. The project involved interagency and intercommunity cooperative projects in needs assessment and delivery systems to accommodate local needs in education, employment, health, and aging components. Other services included cultural and recreational projects and activities in six communities and technical assistance in grantsmanship techniques, publicity, and promotion for mass media to local agencies and organizations.

Methods: The methods employed in the project were: (1) establishment of an (off-campus) community service resource center and facilitator to develop and coordinate projects in the four-county area; (2) establishment of an (on-campus) center to coordinate projects involving college/community projects; (3) training college/community personnel in resource sharing and providing technical assistance in dealing with community problems; and (4) the designing and use of models and demonstration programs to teach by example.

Institutionalization, Spin Offs, Future Plans: At the conclusion of FY-77 the college institutionalized community services through the three Outreach Education offices and main campus, increasing the college's commitment to these activities as reflected in budget and personnel. In addition, two educational programs were established in cooperation with local industry to meet energy and recreational needs. The institution plans to maintain and expand current services with the aid of institutional, federal, and outside funding for the project.

Materials Developed: Materials produced within the realm of the project include: brochures for several community organizations and agencies as well as new programs relating to the project; video tapes, survey, and questionnaire data and curriculum materials developed for workshops and courses for the community development internship program. A community resource library was developed, which is in constant need of updating.

Project Director: Cheryl Bachus

Title Director Community Education

Department Off-Campus Services

Address
P.O. Box 6
Granby, CO 80446

Institution
Colorado Northwestern
Community College

Title I HEA State Administrator Timothy M. Grieder, Commission on Higher Education - COLORADO

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Continuing Education Seminars 1977 **Project Duration:** 1977

Participants: Adults in community **Number Served:** 91

Project Summary: Seminars dealing with energy forms, conservation, and increasing economic stability in small business and industry were offered. The purpose of the seminars was to offer learning opportunities for adults in the southern part of the state.

Methods: Seminars were offered in two areas. Small business and environmental action. Both sessions were well attended and plans to continue such offerings are progressing.

Institutionalization, Spin Offs, Future Plans: This first attempt by Windham College to address the needs of adults in the community through short-range, intense seminars was very successful. The project has been refunded for a second year and plans are underway to expand the offerings and to address problems of the elderly as well.

Materials Developed: None

Project Director: Kay Ericson

Title	Director of Continuing Education	*Department*	Continuing Education
Address	Windham College Putney, Vermont 05346	*Institution*	Windham College

Title I HEA State Administrator Kathleen Trzaskos, University of Vermont - VERMONT

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Contingency Planning for Energy Crisis Management

Project Duration: 12 months

Participants: Staff personnel of area planning and development commissions, state, and federal personnel

Number Served: 73

Project Summary: The purpose of this activity was providing public officials and administrators, planners, and managers in the public sector a needed opportunity to prepare themselves and their clientele to manage their affairs (individually and cooperatively) should a crisis arise as a result of a situation involving scarce energy supply and/or rapidly escalating cost of energy. An indirect benefit accruing from energy contingency planning is improvement in energy management practices in operations on the part of public and private managers and planners.

Methods: A series of workshops conducted for staff personnel were designed to improve planning efforts of agencies to handle energy emergency situations should they arise. The materials presented at these workshops were of a professional nature. Each of the major workshops was conducted over a two-day period. In addition, the workshops/conferences were conducted at the headquaraters of development organizations.

Institutionalization, Spin Offs, Future Plans: At the time this activity was proposed for funding, it was assumed that national and state energy policies would be formulated and that citizens in general would have adopted some rational understanding of the energy situation facing the nation. No national or state comprehensive energy policy has been adopted. However, the groundwork has been laid for contingency planning for energy emergencies, if and when state and federal energy personnel feel the need for substate levels of government to be brought into the planning of energy emergencies. Until that time, there appears little need to disseminate activity outcomes to other states.

Materials Developed: Materials employed in the project activity were of a planning and technical nature presented by specialists in planning and in energy technology. Materials utilized are of a handout nature.

Project Director: Robert E. Collier

Title Senior Research Scientist

Address Atlanta, GA 30332

Department Technology & Development Laboratory

Institution Engineering Experiment Station
Georgia Institute of Technology

Title I HEA State Administrator George Brooks, University of Georgia - GEORGIA

Project Title: North Carolina Energy Program **Project Duration:** 7/1/77-9/30/78

Participants: General public and civic, trade, professional, school, and environmental organizations **Number Served:** 2,241

Project Summary: This project had a goal of increasing the level of understanding among North Carolinians in respect to the energy crisis, including causes and effects, problems and possible solutions. It was the fourth and concluding year of Title I funding for the project. The 2,241 direct participants in this information dissemination effort are not included in the 200,000+ people who viewed exhibits and films relating to the energy situation in North Carolina, and which were sponsored by the project.

Methods: Workshops, conferences, media presentations, exhibits, and speakers bureaus were used to disseminate information concerning the energy situation. Along with the North Carolina Utilities Commission, a major conference was conducted on "Lifeline Utility Rates." Participants included state legislators, and business, professional, and consumer representatives.

Institutionalization, Spin Offs, Future Plans: An energy course, which was developed in this project, is being taught at 23 community colleges and technical institutes.

Materials Developed: Energy course and curriculum are available from project director.

Project Director: Dr. W. L. Turner

Title Vice Chancellor for Extension and Public Service
Address Box 5125
Raleigh, NC 27650

Department Extension and Public Service
Institution North Carolina State University

Title I HEA State Administrator Allen W. Rodeheffer, University of North Carolina - NORTH CAROLINA

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Energy Conservation Education and the Northeast Miss. Jr. College

Project Duration: 9/9/77-9/8/78

Participants: Mayors; Supervisors, Superintendents of Education; housewives businessmen; lay persons

Number Served: 815

Project Summary: The objectives of the project were to:

(1) Develop community-wide programs on conservation of energy.
(2) Enlist the cooperation of the community for an energy conservation and awareness campaign.
(3) Relate how the consumer benefits from energy conservation.
(4) Show how business and industry benefit from energy conservation.
(5) Design ideas to harness man-made materials, the sun, wind, and even the earth to conserve energy in new or remodeling buildings.
(6) To find efficient means of using present energy supplies.

Methods: The program was implemented through twelve months of workshop seminars held several times each month at various locations in the Northeast Mississippi area.

Institutionalization, Spin Offs, Future Plans: The project will be continued through the further use of Title IA funds and institutional funding.

Materials Developed: None

Project Director Dr. James L. Rhodes

Title Administrative Assistant

Department Office of the President

Address Booneville, MS 38829

Institution Northeast MS Jr. College

Title I HEA State Administrator Dr. Thomas C. Meredith, Board of Trustees of State Institutions of Higher Learning - MISSISSIPPI

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Workshop for Continuing Education for Community College Instructors on Energy Conservation

Project Duration: 1977-78

Participants: Community College Instructors

Number Served: 48

Project Summary: A legislated mandate to regulate and change energy consumption patterns in California initiated talks between community and educational groups concerning educating the general public on energy issues. Lack of information on energy and curricula in the community colleges was one among many problems. With the aid of the community college chancellor's office, recruitment of community college instructors involved in related disciplines began for a two-week workshop to update their information. The purpose of the two-week course on energy conservation was to develop community college faculty's understanding of energy conservation through a program that included energy conservation, energy resources, energy economics and energy policy.

Methods: The program accomplished its goals through an initial 12-day workshop offered in the summer to community college instructors which covered 25 topics and included three field trips. A follow-up workshop was later conducted, focusing on how to give hand-on workshops. The workshop lasted five days during which time the 26 participants built a flat plate solar collector for water heating, and a solar greenhouse. Also included were films, evening lectures and discussions.

Institutionalization, Spin Offs, Future Plans: By coming in contact with Energy Extension at U.C. Davis, a base of people now understand that there are many resources for keeping informed on energy. The spin-off result has been a creation of local new programs, instructors joining and helping budding organizations, many people building solar collectors that turned into demonstration projects in their communities, and grants being received at some campuses. A secondary spin-off has been the cooperation between the university and community colleges. The university is now viewed as a support base for community college instructors involved in energy education.

Materials Developed: Information on curriculum materials may be obtained by contacting the project director.

Project Director: Dr. Jan Hamrin

Title Director, UC Energy Extension Service

Department University of California Energy Extension Service

Address
Mrak Hall, UC Davis
Davis, CA 95616

Institution University of California at Davis

Title I HEA State Administrator Russell L. Riese, Postsecondary Education Commission - CALIFORNIA

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Consumer Energy Conservation

Project Duration:

Participants: Retired or unemployed primary and secondary school teachers trained as traveling teachers, and home energy auditors (field staff members of public service agencies and the Wisconsin Gas Company)

Number Served:

Project Summary: The project offered paraprofessionals 72 hours of instruction in preparation for going through a house with the home owner, analyzing its present energy loss, and advising the owner about the actions he could take to reduce this loss, what the actions will cost, where he could obtain financial assistance, and whether it would be economically sound to do so.

Methods: A 12-week 72-hour course on "Residential Energy Conservation" was developed and taught in autumn 1977. A modified 50-hour course was taught in April 1978. Home audits; community group slide/film strip presentation; and home energy conservation displays set up at Midwest Conference on Neighborhoods and at Milwaukee County Fair.

Institutionalization, Spin Offs, Future Plans: Waukesha Technical Institute offers a course based on "How to Figure Your Home's Thermal Proficiency." A group, Milwaukee Alliance to Save Energy, was formed and will continue public education efforts. Wisconsin was selected as one of 10 pilot states for federally funded Energy Extension Service. Several agencies are continuing to provide auditing service to the community.

Materials Developed: Course outlines and a handout, *Thermal Proficiency--How Does Your Home Rate?*

Project Director: Dave Sharpe

Title Milwaukee County Community Development Agent

Address
9722 Watertown Plan Road
Wauwatosa, WI 53226

Department Community Programs

Institution University of Wisconsin-Extension

Title I HEA State Administrator Lorna M. Miller, University of Wisconsin-Extension - WISCONSIN

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Toward an Energy Action Plan

Project Duration: 1978-79

Participants: Community, business, industry, government, mass media

Number Served: 500

Project Summary: The project has four primary and highly interrelated objectives: (1) identify the "state of the art" of energy education and information in Michigan; (2) develop a prototype comprehensive, integrated energy education model for communities, including techniques to (a) achieve interagency/organization cooperation, (b) develop an effective curriculum to meet client needs, and (c) deliver action-oriented knowledge to learners; (3) develop a conceptual model of a comprehensive statewide energy conservation program to present to an advisory group for review, modification, and elaboration; and (4) organize a statewide adult education energy conservation advisory council.

Methods: One of the four major components of the project is underway. Project EnCon has been developing a prototype community energy education program that will be finalized in 1978-79 using Flint as the test community. A portion of another component has been started: identification of the general "state of the art" of energy education. Major emphasis in 1978-79 will be on identifying organizations, leaders and materials in energy in Michigan in all major sectors. A third new component will be completed during 1978-79: development of a conceptual model of a comprehensive statewide energy conservation program. The fourth major component, organization of an advisory council/task force, will result from some of the outcomes of two of the previous components.

Institutionalization, Spin Offs, Future Plans: A plan will be developed and proposed for ways to disseminate some of this information, which may be of immediate use to communities for their ongoing programs, as well as pave the way for the planned statewide program and achieve consensus about common goals between various organizations involved with energy education. Thus, a comprehensive energy program for adult education and information will be developed, within which existing and new energy conservation information, materials, and projects can be effectively integrated.

Materials Developed: Prototype community energy education curriculum material to be developed June 1979.

Project Director: C. Robert Muth

Title Assistant to the Dean for Special Programs

Address
516 Erickson Hall
East Lansing, MI 48824

Department College of Education

Institution Michigan State University

Title I HEA State Administrator Richard J. Smith, State Department of Education - MICHIGAN

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Operation: S.A.V.E.
(Save America's Valuable Energy)

Project Duration: 1978-79

Participants: General public, especially students, educators, municipal employees, senior citizens, low-income groups, and business/industry employees

Number Served: 50,000 (estimated)

Project Summary: A random survey recently revealed that the city of Grand Rapids currently does not have a comprehensive energy education plan of action. Institutions have directed their efforts toward energy conservation within their companies. To date these institutions have not coordinated their resources for a community-wide effort at energy awareness. Operation: S.A.V.E. seeks to unite these efforts and provide a community-based energy education program.

Methods: Operation: S.A.V.E. is a new project. Three innovative features of the project include (1) production of a series of videotapes on various energy education concepts; (2) establishment of a local resource pool which is called the Energy Advisory Council; and (3) the establishment of a delivery system which shall address the target populations mentioned above primarily through local cablevision station.

Institutionalization, Spin Offs, Future Plans: As a forerunner of the videotape series, we plan to sponsor a seminar in February dealing with the new tax laws regarding energy, home and car conservation tips, and solar uses. College staff members will give a presentation and lead a question and answer session. The seminar will be advertised in the community through public announcements and schools. Positive response to this will hopefully lead to a series of minicourses dealing with various energy topics. The entire college staff will be able to view the videotapes next fall before classes start. They will be given ways to use the tapes in the various courses.

Materials Developed:

Videotapes (not yet completed)

Project Director: Lynne M. Goede

Title Coordinator, Paraprofessional Programs

Address 143 Bostwick N.E.
Grand Rapids, MI 49503

Department Continuing Education

Institution Grand Rapids Junior College

Title I HEA State Administrator Richard Smith, State Board of Education - MICHIGAN

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Community Education in Energy Conservation **Project Duration:** 6/1/77-6/30/78

Participants: Residents of Pierce County **Number Served:** 717

Project Summary: The purpose of this project was extending information about national, regional, and local energy issues to the adult public represented by members of community organizations.

Methods: A 30-minute automated slide-tape was prepared for use as a basis for programs at meetings of public interest groups. Materials were selected to raise audience consciousness of present and future energy supplies and needs.

Institutionalization, Spin Offs, Future Plans: The faculty within the College continue to utilize the slide-tape show. Other organizations that assisted in the planning and development of the slide-tape are using it in their education programs. These groups are the Pierce County Community Action Agency, the Audubon Society, Sierra Club, League of Women Voters, and the Washington State Energy Office.

Materials Developed: A 30-minute slide-tape (90 slides)
Three copies are available through libraries of the area

Project Director: Dr. William Giddings

Title Professor of Chemistry *Department* Chemistry

Address Pacific Lutheran University
Tacoma, WA 98447
Institution Pacific Lutheran

Title I HEA State Administrator Doris Coates, Office of Governor - WASHINGTON

Project Title: Community Planning for Energy Conservation **Project Duration:** 5/15/77-8/31/78

Participants: Residents of Cheney and city officials **Number Served:** 501

Project Summary: The purpose of the project was assisting the city of Cheney, the Cheney Environmental Council, and other residents in the development of plans for community-wide energy conservation and recycling programs. It provided information concerning current energy use patterns, future supply and demand for energy, and anticipated problems. It also provided information on solid waste management with feasible alternatives and a mechanism for effective citizen involvement in the city policy-making process.

Methods: Using the BPA fly-over thermograms, an insulation audit was provided each household, with accompanying education on how to work with the information. Local news media were used to get out current and relevant energy information. A community group was organized and trained to turn an old school building into a recycling center.

Institutionalization, Spin Offs, Future Plans: With much added support from the State Energy Office, the project received one year of Title I funding.

Materials Developed: A collection of reference works on energy is now housed at the library of Eastern Washington University.

Project Director: Dr. Frank Nicol

Title	Director	*Department*	Biology
Address	Center for Environmental Studies Cheney, WA 99004	*Institution*	Eastern Washington University

Title I HEA State Administrator Doris Coates, Office of Governor - WASHINGTON

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Seminar Series in Energy Research and Conservation and Environmental Protection

Project Duration: 7/1/78-6/30/79

Participants: Community citizens

Number Served: Estimate: 300-400

Project Summary: The purpose of this seminar series is increasing the citizens' awareness of energy and conservation. The program is designed to acquaint the citizen with conservation of present forms of energy and therefore extend supplies and reduce monetary outlay; another goal is informing the public of developing sources of energy and their potential impact in the future. The other aspect of this program is educating the public about the importance of water conservation, due to a dwindling supply of this valuable natural resource.

Methods: A number of program formats are being employed, including lectures, panel discussions, small group discussions, and video presentations. The seminar series is being advertised through promotional brochures distributed before the seminar series program is to be held. Individual fliers are sent before each individual seminar. Advertisement of the seminar series is also being accomplished via radio and newspaper advertisements.

Institutionalization, Spin Offs, Future Plans: This program should help the citizens become more aware of the valuable role of the college in the community. If the program draws enough interest, the college hopes to continue the program and if warranted, to expand the program.

Materials Developed: Fliers have been developed to advertise the program. Originators of the project originally intended to develop a handbook on the use and conservation of energy and water; however, it was found that Oklahoma State University had developed a superior handbook using Title I money, therefore it was decided that the purchase and distribution of this handbook would be in the best interest of the program and the citizens as it may allow the program to involve more seminars and speakers.

Project Director: Mike Cummins

Title Instructor

Department Biological Sciences

Address
Claremore Junior College
Claremore, OK 74017

Institution Claremore Junior College

Title I HEA State Administrator Jerry L. Hargis, Oklahoma State Regents for Higher Education - OKLAHOMA

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Facilitating the Use of the Local Public Library as a Transfer Agent in Energy Information and Education **Project Duration:** 1978-79

Participants: Reference librarians in public libraries **Number Served:** 35

Project Summary: This project is designed to facilitate the utilization of the local public library as a setting for energy resource information dissemination and education at the community level by providing training for reference librarians in these areas and by raising citizens' awareness of the public library as a source of energy information and education.

Methods: Phase I of the project consists of a training institute for reference librarians to be held in March 1979. Phase II of the project will concentrate on community programming efforts at the local level. Participants at the training institute will return to their home communities to begin planning a local community program in energy education. Following these efforts, each participant will be required to plan and execute a community program to be sponsored by the local public library, which would focus on energy problems and conservation.

Institutionalization, Spin Offs, Future Plans: This program will be used as a means of focusing citizen attention on the public library as a source of energy information and education. An advisory committee, as well as community experts, has been formed to guide the overall direction of the project. Included among advisory committee members are library science faculty and municipal librarians. It is anticipated that the State Library Association and other librarian groups will develop community-based programming through this long-term effort.

Materials Developed: An institute training manual with bibliography is to be developed.

Project Director: Ruth Person

Title Coordinator

Address
580 Union Drive
Ann Arbor, MI 48109

Department Continuing Education

Institution
School of Library Science
University of Michigan

Title I HEA State Administrator Richard J. Smith, State Board of Education - MICHIGAN

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Toward an Energy Action Plan

Project Duration: 1978-79

Participants: Community, business, industry, government, mass media

Number Served: 500

Project Summary: The project has four primary and highly interrelated objectives: (1) identify the state of the art of energy education and information in Michigan; (2) develop a prototype comprehensive and integrated energy education model for communities, including techniques to (a) achieve inter-agency/organization cooperation, (b) develop an effective curriculum to meet client needs, and (c) deliver action-oriented knowledge of learners; (3) develop a conceptual model of a comprehensive statewide energy conservation program to present to an advisory group for review, modification, and elaboration; and (4) organize a statewide adult education energy conservation advisory council.

Methods: One of the components is underway. Project EnCon has been developing a prototype community energy education program that will be finalized in 1978-79, using Flint as the test community. A portion of another component has been started--identification of the general state of the art of energy education. Major emphasis in 1978-79 will be on identifying organizations, leaders, and materials in energy in Michigan in all major sectors. A third new component will be completed during 1978-79--development of a conceptual model of comprehensive statewide energy conservation program. The fourth major component, organization of an advisory council/task force, will result from some of the outcomes of two of the previous components.

Institutionalization, Spin Offs, Future Plans: A plan will be developed and proposed for ways to disseminate some of this information to communities for their ongoing programs, as well as to pave the way for the planned statewide program and to achieve concensus about common goals between various organizations involved with energy education. All this will facilitate the development of a comprehensive energy program for adult education and information within which existing and new energy conservation information, materials, and projects can be effectively integrated.

Materials Developed: Prototype community energy education curriculum material to be developed June 1979.

Project Director: C. Robert Muth

Title Assistant to the Dean for Special Programs

Address 516 Erickson Hall
East Lansing, MI 48824

Department College of Education

Institution Michigan State University

Title I HEA State Administrator Richard J. Smith, Department of Education - MICHIGAN

Project Title: Energy Conservation Seminar

Project Duration: 7/1/77-6/30/78

Participants: Executive middle managers and operating personnel responsible for energy management

Number Served: 54

Project Summary: The project was designed to improve the expertise of executive and middle management and operating personnel who are responsible for managing, conserving, or operating energy resources in public institutions, private nonprofit organizations and governmental units.

Methods: A combustion and an electrical engineer assisted in the presentation of 16 hours of seminars held in three communities in southeastern Ohio. The program focused on problem-solving techniques and a survey of literature in the field, which is accessible to participants for future problem-solving.

Institutionalization, Spin Offs, Future Plans: Participants gained knowledge about energy management related specificially to solution of their current needs and resources to solve future problems. A by-product has been an increased interest in shaping codes, regulations and laws that mandate energy expenditures that they consider excessive.

Materials Developed: None

Project Director: Kenneth Holmes

Title Training Officer-Staff Development

Department

Address
Cambridge Mental Health and
Retardation Center
Cambridge, OH 43275

Institution Muskingum Area Technical College

Title I HEA State Administrator Marlene Rushay, Ohio Board of Regents - OHIO

Project Title: Home Energy Conservation Workshops **Project Duration:** 9/1/77-8/31/78

Participants: General public **Number Served:** 424

Project Summary: The project consisted of the development of materials for and presentation of workshops on home energy conservation in the northern region of the state. Twenty-five workshops were held in 16 locations, with the majority of the workshops cosponsored by community agencies and organizations. Each workshop covered topics determined by the needs of the group. Examples are: heating with wood stoves and fireplaces, weatherstripping, insulation, passive solar energy systems, and maintenance of central heating.

Methods: The project staff developed a resource information center, prepared exhibit and demonstration devices and assembled reference packets during the planning phase of the project. Cosponsoring community organizations were identified, and the local contact person handled publicity and other arrangements. Workshops varied in content depending upon the target audience and were one to four hours in length. Displays and audiovisual materials were used, and questions-and-answer sessions followed formal presentations. Participants received packets of resource materials obtained from businesses, utility companies, government agencies, etc.

Institutionalization, Spin Offs, Future Plans: A follow-up project to train community specialists in home energy conservation is being funded by Title I-HEA. West Virginia University is also offering a continuing education course on energy efficient housing design and retrofitting in response to needs identified during the project.

Materials Developed: Most of the demonstration devices and audiovisual materials used in the project are available for community use: They are described in the *Energy Conservation Directory,* an annotated listing of selected publications, media, and agencies available to interested perons in northern West Virginia.

Project Director: Dr. David L. McCrory

Title Coordinator of Field Projects *Department* Technology Education

Address 2929 University Avenue
Morgantown, WV 26506
Institution West Virginia University

Title I HEA State Administrator Joyce W. Daniels, Board of Regents - WEST VIRGINIA

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Citizens Energy Information Center, Solar Energy, Adult Education, and Technical Training Program **Project Duration:** 7/1/78-6/30/79

Participants: Skilled and semiskilled tradespersons, teachers of adult education solar energy courses, private citizens **Number Served:**

Project Summary: This program is a cooperative project of Doane College, Peru State College, and Southeast Technical Community College and the Board of Directors of Midwest Energy Alternatives. It involves: the establishment of an energy information center and reference library that would be an accessible outlet for energy-related resources for community action agencies, labor unions, farm organizations, etc., and the continuation and expansion of the use made of the resources available through the Midwest Energy Alternatives by providing information and conducting workshops for tradespersons and teachers of solar energy courses.

Methods:

Institutionalization, Spin Offs, Future Plans:

Materials Developed:

Project Director: David Osterhout

Title Vice President for Finance *Department*

Address Crete, NB 68333 *Institution* Doane College

Title I HEA State Administrator John R. Wittstruck, Department of Economic Development - NEBRASKA

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Community and Leadership Development Service Related to Energy Development in Northwest Colorado

Project Duration: 12 Months

Participants: Community leaders, city/county elected officials, planners, managers, citizens

Number Served: Direct 1,229
Indirect 6,500

Project Summary: The FY-77 community service program dealt with energy development and impact, human services, and technical assistance. The primary activities included: public meetings, seminars and workshops dealing with energy growth, development, planning, conservation, and meeting human service needs while undergoing impact. The project involved interagency and intercommunity cooperative projects in needs assessment and delivery systems to accommodate local needs in education, employment, health, and aging components. Other services included cultural and recreational projects and activities in six communities and technical assistance in grantsmanship techniques, publicity, and promotion for mass media to local agencies and organizations.

Methods: The methods employed in the project were: (1) establishment of an (off-campus) community service resource center and facilitator to develop and coordinate projects in the four-county area; (2) establishment of an (on-campus) center to coordinate projects involving college/community projects; (3) training college/community personnel in resource sharing and providing technical assistance in dealing with community problems; and (4) the designing and use of models and demonstration programs to teach by example.

Institutionalization, Spin Offs, Future Plans: At the conclusion of FY-77 the college institutionalized community services through the three Outreach Education offices and main campus, increasing the college's commitment to these activities as reflected in budget and personnel. In addition, two educational programs were established in cooperation with local industry to meet energy and recreational needs. The institution plans to maintain and expand current services with the aid of institutional, federal, and outside funding for the project.

Materials Developed: Materials produced within the realm of the project include: brochures for several community organizations and agencies as well as new programs relating to the project; video tapes, survey, and questionnaire data and curriculum materials developed for workshops and courses for the community development internship program. A community resource library was developed, which is in constant need of updating.

Project Director: Cheryl Bachus

Title Director Community Education

Department Off-Campus Services

Address
P.O. Box 6
Granby, CO 80446

Institution
Colorado Northwestern
Community College

Title I HEA State Administrator Timothy M. Grieder, Commission on Higher Education - COLORADO

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Continuing Education Seminars 1977 **Project Duration:** 1977

Participants: Adults in community **Number Served:** 91

Project Summary: Seminars dealing with energy forms, conservation, and increasing economic stability in small business and industry were offered. The purpose of the seminars was to offer learning opportunities for adults in the southern part of the state.

Methods: Seminars were offered in two areas. Small business and environmental action. Both sessions were well attended and plans to continue such offerings are progressing.

Institutionalization, Spin Offs, Future Plans: This first attempt by Windham College to address the needs of adults in the community through short-range, intense seminars was very successful. The project has been refunded for a second year and plans are underway to expand the offerings and to address problems of the elderly as well.

Materials Developed: None

Project Director: Kay Ericson

Title Director of Continuing Education *Department* Continuing Education

Address Windham College
Putney, Vermont 05346
Institution Windham College

Title I HEA State Administrator Kathleen Trzaskos, University of Vermont - VERMONT

Project Title: Contingency Planning for Energy Crisis Management

Project Duration: 12 months

Participants: Staff personnel of area planning and development commissions, state, and federal personnel

Number Served: 73

Project Summary: The purpose of this activity was providing public officials and administrators, planners, and managers in the public sector a needed opportunity to prepare themselves and their clientele to manage their affairs (individually and cooperatively) should a crisis arise as a result of a situation involving scarce energy supply and/or rapidly escalating cost of energy. An indirect benefit accruing from energy contingency planning is improvement in energy management practices in operations on the part of public and private managers and planners.

Methods: A series of workshops conducted for staff personnel were designed to improve planning efforts of agencies to handle energy emergency situations should they arise. The materials presented at these workshops were of a professional nature. Each of the major workshops was conducted over a two-day period. In addition, the workshops/conferences were conducted at the headquaraters of development organizations.

Institutionalization, Spin Offs, Future Plans: At the time this activity was proposed for funding, it was assumed that national and state energy policies would be formulated and that citizens in general would have adopted some rational understanding of the energy situation facing the nation. No national or state comprehensive energy policy has been adopted. However, the groundwork has been laid for contingency planning for energy emergencies, if and when state and federal energy personnel feel the need for substate levels of government to be brought into the planning of energy emergencies. Until that time, there appears little need to disseminate activity outcomes to other states.

Materials Developed: Materials employed in the project activity were of a planning and technical nature presented by specialists in planning and in energy technology. Materials utilized are of a handout nature.

Project Director: Robert E. Collier

Title Senior Research Scientist

Address Atlanta, GA 30332

Department Technology & Development Laboratory

Institution Engineering Experiment Station
Georgia Institute of Technology

Title I HEA State Administrator George Brooks, University of Georgia - GEORGIA

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: North Carolina Energy Program

Project Duration: 7/1/77-9/30/78

Participants: General public and civic, trade, professional, school, and environmental organizations

Number Served: 2,241

Project Summary: This project had a goal of increasing the level of understanding among North Carolinians in respect to the energy crisis, including causes and effects, problems and possible solutions. It was the fourth and concluding year of Title I funding for the project. The 2,241 direct participants in this information dissemination effort are not included in the 200,000+ people who viewed exhibits and films relating to the energy situation in North Carolina, and which were sponsored by the project.

Methods: Workshops, conferences, media presentations, exhibits, and speakers bureaus were used to disseminate information concerning the energy situation. Along with the North Carolina Utilities Commission, a major conference was conducted on "Lifeline Utility Rates." Participants included state legislators, and business, professional, and consumer representatives.

Institutionalization, Spin Offs, Future Plans: An energy course, which was developed in this project, is being taught at 23 community colleges and technical institutes.

Materials Developed: Energy course and curriculum are available from project director.

Project Director: Dr. W. L. Turner

Title Vice Chancellor for Extension and Public Service

Address Box 5125
Raleigh, NC 27650

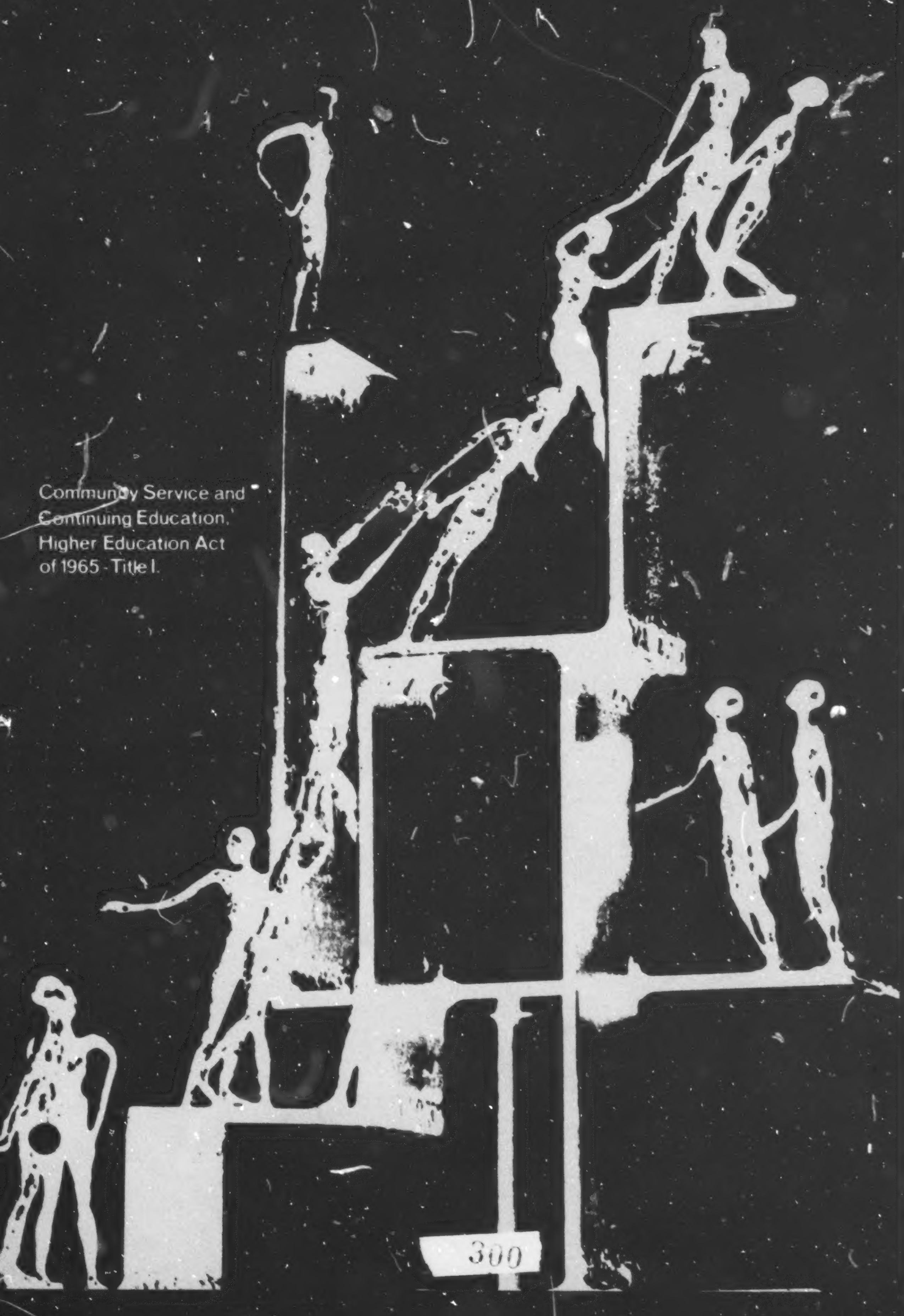
Department Extension and Public Service

Institution North Carolina State University

Title I HEA State Administrator Allen W. Rodeheffer, University of North Carolina - NORTH CAROLINA

LAND USE

Community Service and Continuing Education, Higher Education Act of 1965 - Title I.



Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Land Capability Analysis Media for Regional and Statewide Implementation, Phase II

Project Duration: 7/1/77-6/30/78

Participants: Government officials, planning professionals, college students

Number Served: 500

Project Summary: The primary objective of the project was to synthesize soils capability data from any county soil survey into a series of land capability maps. Proper soils capability interpretation can help decision-makers determine the best sites for housing developments, industrial development, agriculture, and other land-use activities or preservation.

Methods: Easy-to-understand maps were developed showing soils capabilities in various land-use areas. Simple red, yellow, and green colors indicate severe, moderate, or few limitations in the various categories. Maps can be prepared with Xerox or Zipatone. A slide set (with script) was also developed to describe the need for land capability data in the planning process, to explain how these data can be obtained from a county soil survey, and how they can be visually presented to local citizen groups.

Institutionalization, Spin Offs, Future Plans: Completed maps are being used by area farmers, developers, potential landowners, the county zoning office, University of Wisconsin-Extension agents in the county, township and county zoning and planning committees, and by agriculture, conservation and earth science classes in local schools. The slide set has been made available to Title I personnel nationally and statewide, to legislators, to local land-use offices, and to county extension offices. Both products have been shared with other educational institutions in the Northwest Wisconsin Title I Consortium.

Materials Developed:

1. Land Capability Analysis--A Tool for Land Use Planning (slide set and script)
2. Town of Hudson Soils Capability for Residential Development (tricolored map showing limitations)
3. Town of Hudson soils capability maps for agriculture, for drainage, and for light industrial development, and a soils capability composite map (all maps in tricolor)

Project Director: Dr. Samuel F. Huffman

Title Chairman

Department Plant and Earth Sciences

Address University of Wisconsin--River Falls
River Falls, WI 54022

Institution University of Wisconsin--River Falls

Title I HEA State Administrator Lorna Miller, University of Wisconsin - WISCONSIN

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: A Statewide Program in Land-Use Planning and Education

Project Duration: 10 months

Participants: Governmental officials and community leaders

Number Served: 300

Project Summary: The purpose of this project is providing, through the utilization of slide/tape presentations and resource experts in the areas of economics, law, environmental design, and community development, community-based educational programs on the use of land in order to assist the local leaders and general citizenry in becoming more knowledgeable about and establishing alternatives for planning and land use.

Methods: This project involved local community leaders in a steering committee meeting, at which time an overview of the entire program was presented, each dimension of land use was discussed, and the individual community was examined to determine which land-use problems were most pressing and need greatest attention in the program. Also at this time dates and location for seminars were established. The seminars/forums were conducted in three sessions, the final format decided upon by the individual community. Each session addressed itself to one dimension (economic, legal, planning) of land-use planning. The method of instruction was one of a formal presentation by a resource person and a slide/tape presentation for each dimension of land-use education, followed by an in-depth audience discussion.

Institutionalization, Spin Offs, Future Plans: The program will be evaluated in detail and perhaps be offered to other counties that express both need and interest. The delivery system advocated in this proposal can be effectively used in planning, implementing, and evaluating follow-up programs. The slide/tape presentations used in this program will be available to be used as a catalyst for future similar programs. Our environment is obviously the determining factor of whether life is to continue on this planet. Positive efforts now in the use of our natural resources can help guarantee the survival of life as we know it.

Materials Developed: A slide/tape presentation addressing each of these three dimensions of land-use planning: Legal, Economic, and Planning.

Project Director: John W. Nuss

Title Coordinator/Community Development and Disaster Preparedness Programs

Address
University of Georgia
Athens, GA 30602

Department Georgia Center

Institution University of Georgia

302

Title I HEA State Administrator George Brooks, University of Georgia - GEORGIA

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Parameters of Growth in Rusk County **Project Duration:** 1977-78

Participants: Citizens of Rusk County **Number Served:**

Project Summary: A deposit of copper ore was discovered in the early 1970's near Ladysmith in Rusk County. A Title I project at that time attempted to measure environmental, economic, social, and political impacts of mining on Rusk County. The 1977-78 project focused on (1) identifying community strong and weak points; (2) determining data collection techniques, (3) determining the role Mount Senario College could play to facilitate community input in mining discussions; (4) identifying the nature and extent of new demands to be made upon the county; (5) identifying and developing techniques and opportunities for Rusk County citizens to contribute to important mining issues; and (6) determining which measuring techniques and tools would be useful to other communities in the United States facing dramatic economic change.

Methods: A wide variety of techniques and processes were used. Baseline data had to be collected, sorted, and housed. A special assessment instrument was devised and used by sociological consultants and students. Interviews of community leaders in public and private sectors were held to determine their perceptions of the quality and quantity of community services. Conferences were arranged so that outside experts on mining and community development could contribute their perceptions of the problems and prospects. Faculty and staff of Mount Senario College modified curriculum to include aspects of the project. Researchers met with community leaders to get their reactions to research topics and techniques.

Institutionalization, Spin Offs, Future Plans: Application was made to establish an air quality measuring station on the Mount Senario College campus. An ongoing program of water quality sampling (in the mine site vicinity) was established by students and staff of the biology and chemistry departments. A cost-of-living index (for Ladysmith) was developed and is published on a regular basis. Survey results allow local government officials to more accurately document community problems or priorities when applying for state or federal funding. There has been increased citizen education and participation in county affairs.

Materials Developed:

1. *Ladysmith Cost-of-Living Index*
2. *Parameters of Growth in Rusk County* (a final project report)
3. Film strip/tape presentation--a profile of Rusk County
4. *Demographic Profile of Rusk County*

Project Director: Dr. Edwin Blackburn

Title Executive Director of Plans and Programs

Department

Address
Mount Senario College
Ladysmith, WI 54848

Institution Mount Senario College

303

Title I HEA State Administrator Lorna Miller, University of Wisconsin - WISCONSIN

Project Title: Natural Resources Inventory--A Basis for Community Decisions--Phase II

Project Duration: 7/1/75-5/31/76

Participants: Conservation Commission members

Number Served: 60 in workshops
14C by manual

Project Summary: The previous year Title I HEA funding had developed a course to teach Conservation Commission members how to plan and carry out a natural resource inventory for their towns, a program that had been picked up by the University of Maine, Augusta. It was now felt that these newly inventoried towns should know how to use the NRI in their planning process: how it related to comprehensive planning, zoning, recreational plans, etc. The course, taught by a series of guest lecturers, was given in four locations and the manual was written and distributed.

Methods: See above

Institutionalization, Spin Offs, Future Plans: None that we know of. The manual was widely distributed through the Maine Association of Conservation Commission, and is still being sent to towns that do natural resource inventories.

Materials Developed:

Manual: *The Natural Resource Inventory: a Basis for Community Decision Making*

Project Director: Patricia Solotaire

Title Administrative Director,
Address Allagash Environmental Institute
246 Deering Avenue
Portland, ME 04102

Department Center for Research and Advanced Study
Institution University of Southern Maine

Title I HEA State Administrator Robert S. Worrick, University of Maine, MAINE

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Community-Oriented Land-Use Planning, Population Growth, Energy Resources and Economic-Impact Studies

Project Duration: October, 1978

Participants: City, county, school district officials

Number Served: 2,000

Project Summary: Workshops and seminars for community leaders were conducted in counties faced with extreme growth pressure, providing leadership and management training for officials of cities, counties, school districts, and colleges on the Western Slope. Special sessions were held in Collective Bargaining, Understanding and Managing Human Behavior, Transactional Analysis, Zero-Based Budgeting, Conflict Management and Time Management, Capital Improvement Financing for Local Governments, Schools as Planning Information Centers, and Professional Negotiations.

Methods: Groups are polled to determine their interests and needs. When technical assistance is available from the campus, we arrange a meeting. When we have to go off campus, we contact many consultant groups and arrange for them to put on the workshop or seminar the group has requested. We have been successful in obtaining participation from many top management personnel of the various agencies with this format.

Institutionalization, Spin Offs, Future Plans: We have developed an interagency governmental group that meets monthly. We have shared resources that would not have otherwise been available to the entire organization. For the future: we intend to expand the program into the outlying communities of the Western Slope and possibly take technical assistance teams into the various communities to work.

Materials Developed: We have assisted in developing a rural development package with growth indicators that show problem areas for small communities. This package can be utilized by communities and their planning departments to predict growth and what impact this growth will have on the municipal facilities located within a particular area.

Project Director: Nathan E. Brundridge

Title Director, Sponsored Programs

Department Special Programs

Address
Mesa College
P.O. Box 2647
Grand Junction, CO 81501

Institution Mesa College

Title I HEA State Administrator Timothy M. Grieder, Commission on Higher Education - COLORADO

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Community Service Network--Phase II **Project Duration:** 1977-78

Participants: Unemployed persons **Number Served:** 281

Project Summary: A data collection was compiled and used in (1) publishing a series of community information monographs, (2) preparing a series of land-use maps from the data and large-scale satellite photographs, and (3) constructing a model relating community growth to the provision of new municipal services and more sophisticated municipal administrative techniques. A self-supporting center was set up to serve municipalities in the Cumberland Valley, and a coordinated program of continuing education and conferences was developed for municipal officials.

Methods: The following workshops were held: conference on grantsmanship for local government officials and employees, current priority issues for Pennsylvania Local governments, downtown revitalization and problems and pitfalls of sewer construction, biennial conference on Pa. local government for municipal officials, and introduction to stormwater management for municipal officials. Library materials needed by local government officials were purchased. Faculty-student projects were started. Plans for a large scale up-to-date land-use map of the Cumberland Valley were initiated.

Institutionalization, Spin Offs, Future Plans: During the second year of operation, the Soil Conservation Service of Franklin and Cumberland counties and the Dept. of Community Affairs sponsored conferences in conjunction with the Center for Local and State Government. Federal funding is needed for continued community service. It is felt that future agency sponsorship will increase significantly as additional dollars are spent on the Network. Because of the recent success of conferences and Center-sponsored projects, the assistant directorship position was upgraded by the college administration.

Materials Developed: Conference brochures and sample of evaluations for the four conferences conducted during the past year. Conference handouts distributed at each conference (include state publications and technical publications reproduced for distribution). *CenteReport*--Quarterly publication at the Center for Local and State Government describes the latest activities of the grant. Samples of the above publications are available for dissemination.

Project Director: Dr. John E. Benhart

Title Chairman and Professor ***Department*** Geography-Earth Science Department

Address Shippensburg, PA 17257 ***Institution*** Shippensburg State College

Title I HEA State Administrator Harry W. Riemer, Department of Education - PENNSYLVANIA

ENVIRONMENTAL ISSUES

Community Service and
Continuing Education,
Higher Education Act
of 1965 - Title I.

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Community Involvement - Environmental Education

Project Duration: 9/1/77-10/31/78

Participants: General public, county commissioners, students, senior citizens, planners, and government workers

Number Served: 11,710

Project Summary: The project's purpose was stimulating interest in maintaining environmental quality through educational programs directed at the general public, community leaders, and educators and disseminating research information concerning environment to people of the coastal community. It is believed that the objectives were accomplished and that a new awareness of the fragile nature of the coast has been accomplished and that a number of governmental bodies and the public have a greater appreciation of what needs to be done to retain the environmental quality desired and needed on the North Carolina coast.

Methods: An active and representative Advisory Committee was established to guide the project through its course and to insure depiction and discussion of the vital issues in conferences, workshops, county fairs, and on a one-to-one basis. Public forums, outings, and field trips were conducted, speakers bureaus and advisory services were implemented, and media presentations and free film loans were made.

Institutionalization, Spin Offs, Future Plans: Program concepts were adopted by other environmental organizations that continue to operate in the coastal area.

Materials Developed:
Waste Treatment Correspondence Course
"Swamp Forests" and "Estuarine Erosion" slide programs
Outer Banks Field Trip Guide
(above available from project director)

Project Director: Dr. David Middleton

Title Dean, Division of Continuing
Address Education, ECU
Greenville, NC 27834

Department Continuing Education
Institution East Carolina University

308

Title I HEA State Administrator Allen W. Rodeheffer, University of North Carolina - NORTH CAROLINA

Project Title: Urban Forestry **Project Duration:** 1977-78

Participants: City and federal employees, citizens **Number Served:** 221

Project Summary: The workshops were designed to assist community leaders and others with their shade-tree boulevard-tree problems, provide information on landscaping and arboricultural practices, identify potential insect and disease problems, and assist in making tree inventories and city ordinances regarding shade trees.

Methods: The day-long workshops consisted of lectures, slide presentations, and a handbook of examples.

Institutionalization, Spin Offs, Future Plans: There has been an added impact on NDSU-Fargo in the Pathology Department and Extension Service, as many tree samples were sent there to determine the presence of Dutch elm disease. Budgets have been increased in several cities around the state because of the awareness of Dutch elm disease, which threatens all American elm trees.

Materials Developed:

A workbook *New Horizons for North Dakota;* copies available for review

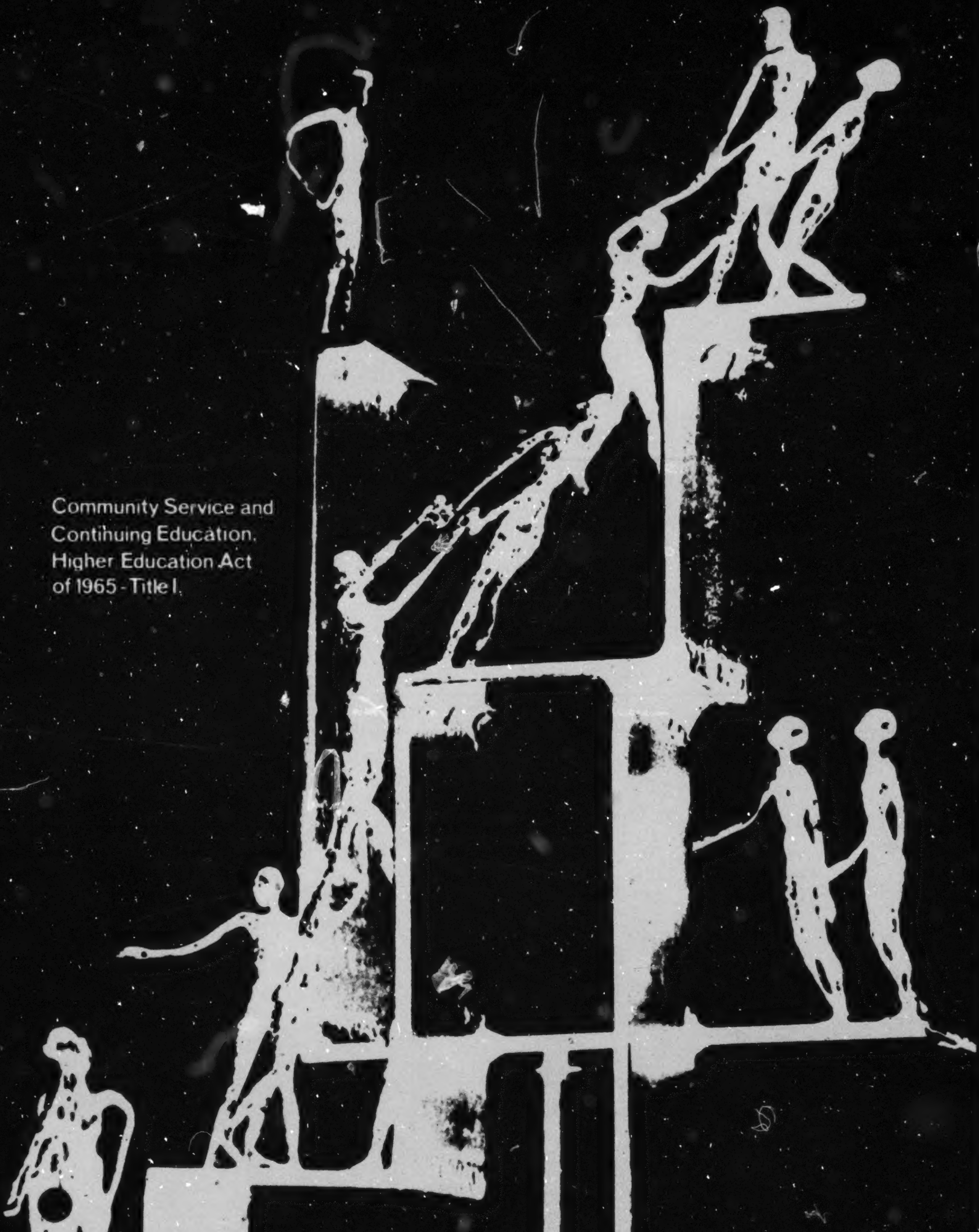
Project Director: Walter Pasicznyk

Title Deputy State Forester *Department*

Address Bottineau, ND 58318 *Institution* NDSU-Bottineau Branch

Title I HEA State Administrator Orlo A. Sundre, Board of Higher Education - NORTH DAKOTA

Community Service and
Continuing Education,
Higher Education Act
of 1965 - Title I.



WATER

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Education for Improved Water Resource Decision Making

Project Duration: 7/1/78-6/30/79

Participants: Natural Resources District Boards of Directors and community leaders

Number Served:

Project Summary: There are three phases in this project: (1) improve water resource management capabilities of Natural Resources Boards of Directors; (2) conduct water resource management workshops for community leaders in the Upper Big Blue River basin; and (3) conduct a statewide seminar on understanding and managing artesian aquifers.

Methods:

Institutionalization, Spin Offs, Future Plans: In Phase 1, five slide tape educational modules were developed, tested, revised, duplicated, and distributed. Follow-up was provided by interaction with audiences at boards of directors' meetings and through telephone lecture hookups. Additional copies of the modules were distributed to secondary audiences through Cooperative Extension delivery systems. In Phase 2, there were water resource management workshops in each of four communities in the basin. The audience included community leaders and other citizens interested in water resource management.

Materials Developed:

Project Director: Paul H. Gessaman

Title Extension Economist

Address Lincoln, NB 68583

Department Cooperative Extension Service, Institute of Agriculture and Natural Resources

Institution University of Nebraska-Lincoln

Title I HEA State Administrator William S. Fuller, Coordinating Commission for Postsecondary Education - NEBRASKA

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Social/Economic Impact of Aquatic Heritage on the Douglas County Community

Project Duration: 1977-78

Participants: Business people in the recreation/tourism industry

Number Served:

Project Summary: With background water quality data for northwestern Wisconsin (Lake Superior Basin) now a part of the literature record, attention was focused on ways and means of enhancing the economic aspects of the aquatic-related recreation/tourism industry of Douglas County, Wisconsin. Working with resort owners and other people in the industry, a series of public meetings was held at various places in the county. Business people from this economic sector were brought together to explore common interests and advantages. Largely as a result of these activities, the Douglas County Recreational Association was formed in 1977 for purposes of coordinating and enhancing the economic potential of the area water resources without harming the quality of life.

Methods: The economic impact of Port of Superior activity was calculated by reviewing tonnage receipts for different products and then transforming them into dollar values. The proportion of county income derived from harbor activity was then calculated. The recreational and esthetic impact of local water resources was studied through a number of different surveys, plus use of existing data. Profiles of recreational users were developed from this information. Attitudes of local residents toward tourism development was also assessed. In stage two, stimulating citizen awareness became a focus. To accomplish this, slide/lecture presentations were made to local groups. A series of 12 articles, written by project personnel, was published by the local newspaper, and 8 full-day workshops, open to the public, were held.

Institutionalization, Spin Offs, Future Plans: Follow-up questions to people who attended one or more workshops indicated that about half had made specific changes in their businesses. Title I project personnel became involved in a local plan for developing a major facility (marine museum, marina, hotel, and park) on Barker's Island in Lake Superior. Federal funds are being sought for the project. An active local citizen organization was developed. The Douglas County Recreational Association initiated a brochure of county recreation facilities/activities and sponsored a major sports event.

Materials Developed:

1. "Superior Opinions on Tourism and Recreation: A Survey of 500 Citizens of Douglas County?
2. *A Selective Directory of Recreation/Tourism Information*
3. Workshop Series: (1) Tourism and Recreation: Community Planning; (2) Barker's Island; (3) Marketing and Promotion; (4) Tourism/Recreation Development: Impact on Citizen and Tourist; (5) Setting Goals for the Future
4. Workshop Series: (1) Recreation/Tourism in Douglas County: Resort and Campground Business; (2) Finance and the Resort/Campground; (3) Promotion, Organization, Politics; (5) Planning for the Future

Project Director:

Title Dr. Nancy Minahan
Associate Professor, Psychology

Address University of Wisconsin- Superior
Superior, WI 54880

Department Dept. of Psychology

Institution University of Wisconsin-Superior

Title I HEA State Administrator Lorna M. Miller, University of Wisconsin-Extension - WISCONSIN

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Short Courses in Planning and Development **Project Duration:** 1977-78

Participants: Planning commission **Number Served:**

Project Summary: The problems and issues of the environment, law and order, inflation, and equal opportunity have become intertwined with comprehensive physical and social planning through citizen participation in the planning process to an extent unexpected a few years ago. Community planning and development in Kansas has become increasingly complex in the past two decades. To accomplish comprehensive physical and social planning for providing needed public facilities and services, effective leadership is needed.

Methods: This program provided a short-course series on comprehensive community planning and development for elective and appointive officials, as well as representative citizens, so they can deal effectively with the complex problems and issues facing communities. The short-course series will include three to four sessions each of two to three hours' duration on the various problems and issues of community planning and development.

Institutionalization, Spin Offs, Future Plans: A College of Continuing Education and Community Service Committee was set up to determine professional and community needs and interests and college (faculty/student) resources and interests. New courses and curriculum specializations have developed (e.g., historic preservation, energy conservation, urban design, etc.) and several class projects were undertaken, based on these faculty/student activities. A two-week summer workshop on planning and development for professionals and officials was conducted as a direct result of the project.

Materials Developed: Resource materials were developed by the faculty/staff to implement the program. A short-course brochure and publicity material were developed for distribution to potential participants in the various communities and regions. These brochures contained information describing content, place, time, and staff for the short-course series. In addition, audiovisual materials were developed for the first sessions on the planning process and comprehensive plan.

Project Director: Vernon P. Deines

Title Professor/Head *Department* Dept. of Regional and Community Planning

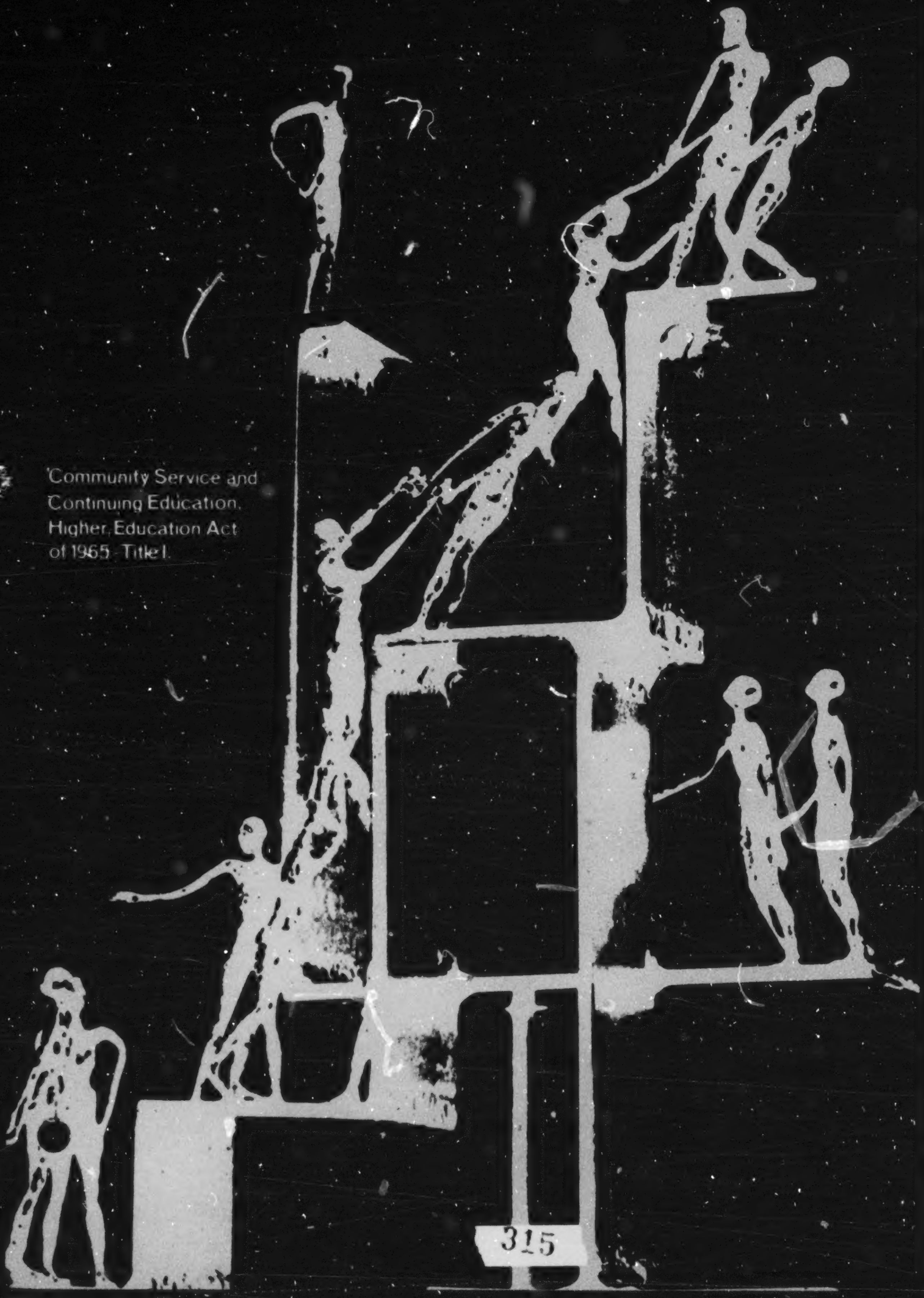
Address Manhattan, KS 66506 *Institution* Kansas State University

Title I HEA State Administrator Gene Kasper, Board of Regents - KANSAS

Section III
Economic Development

BUSINESS

Community Service and Continuing Education, Higher Education Act of 1965 - Title I.



Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Implementation of a Structured Educational Program for Individuals Starting Their Own Business

Project Duration: 1977-78

Participants: Individuals 25 years and older

Number Served: 206

Project Summary: The project was designed to (1) make those individuals planning to start their own business aware of the many facets necessary to ensure that the business has a good chance of success, (2) dissuade those individuals who are planning to start their own business but are ill equipped for that undertaking, (3) bring postsecondary continuing education into the community where a greater percentage of the adult population will be able to avail themselves of this opportunity, (4) encourage adults to continue their education at the postsecondary level, (5) have education respond instantly to the needs of the community through less formal and structured academic programs, and (6) prepare material that could be replicated throughout New York State and elsewhere.

Methods: A 10-session program was held at five locations in Nassau County, Long Island. Locations were a public library, equal opportunity center, church, BOCES school (occupational center) and college campus (for pilot program). Each student was presented with a guidebook. Lectures were conducted by business experts. Guest specialists spoke on aspects of starting a business.

Institutionalization, Spin Offs, Future Plans: The program was replicated in five locations in Suffolk County, Long Island. In addition, a follow-up program, Operating a Business, was designed, based on input from those attending the How to Start segment. The course will become part of a certificate program to be offered by Continuing Education.

Materials Developed: A pre/post test questionnaire based on the material covered in the course, *A Guidebook for Establishing Your Own Business* (available for distribution), *Instructor's Guide* (available for distribution)

Project Director: Milton Ellis

Title
Director, Small Business Institute

Address
C.W. Post Center/Long Island University
Greenvale, NY 11548

Department Continuing Education

Institution C.W. Post Center/L.I.U.

Title I HEA State Administrator Charles F. Graber, State Education Department - NEW YORK

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Community Development in the Northwest Junior College District

Project Duration: 10/1/77-9/30/78

Participants: Top business, industrial and professional leaders of the district

Number Served: 1,466

Project Summary: The project was planned with two objectives in mind:

(1) To inform community leaders of the entire district of the educational and other services available to learn from various agencies and institutions of the state and how these services can be brought to bear on local problems, and

(2) The assessment of local problems and needs and the establishment of priorities to meet those needs.

Methods: A series of seminars and staff visits to community leaders in eleven counties occurred in order to stimulate discussion of local problems and community needs, to meet with school officials, local officials, and other community leaders to facilitate these discussions, and to provide information to these community leaders.

Institutionalization, Spin Offs, Future Plans: Northwest Junior College has expanded these seminars and demand for them is increasing. This program has stimulated a great deal of community interest.

Materials Developed: None

Project Director Mr. George Hertl

Title Administrative Assistant

Department Continuing Education

Address P. O. Box 5391
Senatobia, MS 38668

Institution Northwest MS Jr. College

Title I HEA State Administrator Dr. Thomas C. Meredith, Board of Trustees of State Institutions of Higher Learning - MISSISSIPPI

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Community Education for Economic Development

Project Duration: 1977-78

Participants: Community elected and appointed officials, citizens interested in economic development

Number Served: 360

Project Summary: The first daylong seminar of four planned in economic development education for local community leaders was held in Kalkaska, Michigan. There was excellent representation from the school board, county commission, village council, economic development corporation, industrial development commission, township officials, and interested citizens. Based on a feedback questionnaire, 63% rated it "excellent" and 33% "good," with no one rating the seminar "fair" or "poor." The first meeting proved the feasibility of the concept, interest in the subject, and effectiveness of the format.

Methods: The local Economic Development Corporation staff took primary responsibility for mailings and public information. Promotional presentations were made at regular meetings of target community groups. The seminar management was a shared responsibility of local and university staff people with a primary objective being local participation in the discussion and community problem-solving exercises. Four lectures/discussions on basic economic development subjects were presented: (1) development strategies based on community analysis; (2) land and buildings; (3) working with industrial prospects; and (4) community marketing and advertising. Following the lectures, round-table groups were organized to respond to hypothetical community problems or prospects and present recommendations to the seminar.

Institutionalization, Spin Offs, Future Plans: Contacts have been made at four education institutions to discuss the program and future participation by these schools: Lake Superior State College, Sault Ste. Marie; Northwestern Michigan College, Traverse City: Lake Michigan Community College, Benton Harbor; and the University of Michigan at Flint. Eventually the regional institutions will play the primary role with the University of Michigan supporting their efforts.

Materials Developed:

Economic Development Education Manual (90 pages) in preliminary form
Feedback questionnaire
Five sample community prospoect problems with analytic outlines
Program abstracts
Detailed agenda with time schedule

Project Director: Donald N. Smith

Title Director

Address 2200 Bonisteel Blvd.
Ann Arbor, MI 48109

Department Industrial Development Division

Institution The University of Michigan

Title I HEA State Administrator Richard J. Smith, State Department of Education - MICHIGAN

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Establishing a Minority Business Development Center at Morehouse College

Project Duration: 12 months

Participants: Minority Small Businesses (112)

Number Served: 200

Project Summary: This project is designed to develop management skills of minority business owners in the 15-county metropolitan area, to assist minority business persons engaged in the operation of business enterprises, and to encourage entrepreneurship on the part of minority persons.

Methods: Technical assistance will be offered in the form of group instruction, workshops, seminars and other forms of communication. Case methods will be used to help participants to identify and analyze complex business problems. Incident method will be employed to enhance case study method, also computer usage.

Institutionalization, Spin Offs, Future Plans: The proposed MBDC, by serving as a model to other communities in the state where the activity of minority business enterprise is comparable, would produce a multiplier effect. From data analysis we will be able to determine the direction of our existing program as proposed, or the need for initiation of additional services within the proposed framework.

Materials Developed: A quarterly newsletter will be issued by the Center's research division and will provide information on minority businesses to the target audience and other interested institutions.

Project Director: Dr. James Hefner

Title Chairman

Address
225 Chestnut Street, S.W.
Atlanta, GA 30314

Department Business Administration and Economics

Institution Morehouse College

319

Title I HEA State Administrator George Brooks, Postsecondary Education Commission - GEORGIA

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: The Older Nebraskan

Project Duration: 7/1/78-4/20/79

Participants: Small business owners/managers

Number Served:

Project Summary: An educational outreach program directed twoard owners/managers and key persons in Nebraska to bring into focus problems older adults have with respect to shopping in retail establishments, preparing for retirement, and transferring their businesses to their partners or others who may take over their business upon their retirement, disablement, or death.

Methods: Conducting approximately 20 sessions of four hours duration in various locations throughout Nebraska for the purpose of bringing to the attention of business owners/managers problems incurred by the older customer, employee, and owner in daily experiences with the business world.

Institutionalization, Spin Offs, Future Plans:

Materials Developed:

Project Director: David M. Ambrose

Title Director

Address Omaha, NB 68101

Department Nebraska Business Development Center, College of Business Administration

Institution University of Nebraska--Omaha

Title I HEA State Administrator William S. Fuller, Coordinating Commission for Postsecondary Education - NEBRASKA

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Guidelines for Selecting and Implementing a Small Business Computer System

Project Duration: 9/1/78-6/30/79

Participants: Small business people of Oklahoma

Number Served: 695

Project Summary: Technological advances in the computer industry are occurring at a greater rate than the rate of transfer of this information to the business world. This project will help solve this problem at virtually no cost to the participants. A booklet will be prepared which the small businessperson can use as a guide to determine when he or she should obtain a computer and how to select that computer. In addition, a demonstration small business accounting system will be implemented on a microcomputer. This material will be used to conduct conferences over Talkback TV, followed by some local workshops.

Methods: A booklet is being prepared to be used as a guide by the small businessperson for (1) determining when a computer should be obtained, (2) selecting computer hardware and software, and (3) selecting tasks to be computerized. Included in this booklet will be a glossary of computer terminology. A Talkback TV conference of three hours will be given to discuss the booklet. This conference will be given three times to ensure that anyone interested in Oklahoma is reached. Following this, one-day workshops will be presented around the state as demand dictates. At these workshops, attendees will be given an opportunity to run a small computer system and to discuss problems related to their particular situation.

Institutionalization, Spin Offs, Future Plans: Oklahoma State University is a land grant university, so this program directly meets the charge given OSU. Once this program has been developed, it will be a simple matter to periodically offer an inexpensive workshop on this material through the extension services of OSU.

Materials Developed: A manual entitled *Guidelines for Selecting and Implementing Small Business Computers* is being prepared. Copies will be available from the project director.

Project Director: Philip M. Wolfe

Title Associate Professor

Department Industrial Engineering and Management

Address
School of Industrial Engineering and Management
Oklahoma State University
Stillwater, OK 74075

Institution Oklahoma State University

Title I HEA State Administrator Jerry L. Hargis, State Regents for Higher Education - OKLAHOMA

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Topeka Metropolitan Area Analysis: Economic Education

Project Duration: 1977-78

Participants: Community citizens

Number Served:

Project Summary: In this metropolitan center there is no continuing local information system on economic conditions and trends affecting the area. Although there are masses of data gathered by state and federal agencies, often this information is not compiled for use by the local businessperson or community citizen. Consumer price indices and information on rates of employment and productivity are needed by local business people, governmental units, and the academic community to more accurately project their future needs.

Methods: Those involved in the project published a quarterly report on economic issues in the Topeka metropolitan community. Each issue featured one major article on a topic of general interest to the business community, the academic community, the community at large, and government. The major themes changed for each issue. In addition to articles, there were statistics on economic conditions and development within the metropolitan areas. Following publication of each quarterly, a 30-minute television show was presented over KTWU, Channel 11, featuring members of the School of Business and community and business leaders discussing material published in the quarterly. A call-in was a feature of these programs, allowing community members to raise questions for the panel.

Institutionalization, Spin Offs, Future Plans: The cooperative effort with the local Chamber of Commerce has been a significant one and has led to other cooperative efforts between the community agency and the educational institution. Requests have been received from other higher education institutions for information to replicate the project.

Materials Developed: The quarterly reports are available for dissemination. Tapes of the TV shows are not available for use off the campus.

Project Director: Dr. Paul E. Junk

Title Dean

Address Topeka, KS 66621

Department School of Business

Institution Washburn University

Title I HEA State Administrator Gene Kasper, Board of Regents - KANSAS

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Interest Rates and Your Business **Project Duration:** 1978-79

Participants: Small business owners and/or managers **Number Served:** 250-400 (estimate)

Project Summary: Interest rates are at or near all-time highs and there are reliable forecasts that they will continue to climb as the various regulatory authorities continue to try to curb inflation. Mr. Plummer is a member of the Federal Advisory Council to the Board of Governors of the Federal Reserve System. Mr. Jackson has recently resigned as a Governor of the board of Governors of the Federal Reserve System. Mr. Jones is the Professor of Finance at Huntingdon College. All have had extensive experience in dealing with the problems and in discussing them at the level of the informed layman.

Methods: There will be three evening sessions:

Session I: A discussion led by Mr. Jones on the general problem of inflation

Session II: A discussion led by Mr. Jones concerning the determinants of interest rates and the role played by the Federal Reserve System in this process.

Session III: A general open discussion led by Messrs. Jackson and Plummer.

Institutionalization, Spin Offs, Future Plans: This program is a continuation of a series presented by Huntingdon College. Each year an attempt is made to isolate significant problems of interest to small business people in Montgomery and the surrounding trade territory. Future plans call for other programs to be presented.

Materials Developed: Mr. Jones has prepared outlines of the introductory materials on inflation and interest rates. These will be given to those in attendance. Of course, the detailed topics to be discussed by Messrs. Plummer and Jackson depend to a great extent on the conditions in the market as they exist at the time of the presentation.

Project Director: Paul B. Jones

Title Professor of Finance
Department Economics and Business Administration
Address 1500 East Fairview Avenue
Montgomery, AL 36106
Institution Huntingdon College

Title I HEA State Administrator R. W. Springfield, University of Alabama - ALABAMA

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Educational Services for Small Business Operators

Project Duration: 1977-78

Participants: Small business owners and/or managers

Number Served: 4,140

Project Summary: The primary objective of this project is to develop and provide professional counseling programs for potential and active small business owners and managers. In achieving this objective, operating efficiency of small firms will be improved, resulting in less business failures and added employment opportunities.

Methods: Services have been provided through newsletters, radio programs, workshops, seminars, clinics, newspaper columns, management analysis studies, personal visitations by management specialist, monograph and management summaries, and short courses. All methods are oriented toward solutions to management problems of small business firms.

Institutionalization, Spin Offs, Future Plans: Over the years methods developed and date generated by this project have provided the basis for two proposals that have resulted in the funding of two additional programs which assist small businesses. They are the Small Business Institute and the Auburn Technical Assistance Center. Moreover, information has been supplied other universities to assist them in developing small business programs. Future plans (funding permitting) call for the creation of a small business development center which will coordinate activities and services to small businesses throughout Alabama.

Materials Developed:

1. A newsletter--*Small Business Viewpoint*
2. *A Handbook for Analyzing a Business*
3. Newspaper articles
4. Radio tapes
5. Monograms
6. Program brochures

Project Director: Roy G. Clark

Title	Management Specialist	*Department*	Management
Address	P.O. Box 699 Alexander City, AL 35010	*Institution*	Auburn University

Title I HEA State Administrator R. W. Springfield, University of Alabama - ALABAMA

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Small Business Management Training **Project Duration:** 1977-78

Participants: Employees and owners of small businesses **Number Served:** 250

Project Summary: The project offered various courses in basic bookkeeping and accounting, introductory computer programming, real estate principles, and related areas to employees, owners, and potential employees of small businesses.

Methods: A lecture/discussion method was employed with emphasis on enrollee participation in the learning process.

Institutionalization, Spin Offs, Future Plans: More programs are planned to meet the expressed needs of small business personnel. Cooperative programs with the Small Business Administration, as well as joint programs with other post-secondary institutions, are planned.

Materials Developed: Instructors developed their own teaching materials, but none are available for dissemination.

Project Director: Gary F. Norsworthy

Title Director

Address Montgomery, AL 36117

Department Division of Continuing Education

Institution Auburn University at Montgomery

Title I HEA State Administrator R. W. Springfield, University of Alabama - ALABAMA

Project Title: Private-Public Liaison Concerning Economic Problems of the Greater New Haven Area

Project Duration: 8/25/77-9/30/78

Participants: Citizens from the public and private sector

Number Served: 300

Project Summary: The primary objective of the project was to familiarize readers in the private and public sectors of greater New Haven with their respective roles in the revitalization of the area's economy. In order to facilitate their joint search for solutions to the area's economic problems, a working relationship between both groups was established.

Methods: There were three phases to the project. During the first phase, an administrative structure and advisory board were established. Also, contact was established with participant groups from both sectors. Three surveys were conducted during the second phase to pinpoint possible causes for the lack of cooperation between the public and private sectors. During the third phase, 15 seminars were conducted on various interest groups. Seminar moderators were chosen from college professors, local politicians with expertise in subject areas, government administrators, and representatives from both business and non-profit organizations. Topics such as the impact of OSHA legislation upon business development and the tax structure of Connecticut and its influence upon the overal economic development of greater New Haven were explored.

Institutionalization, Spin Offs, Future Plans: The university will utilize project feedback in structuring related courses at the undergraduate and graduate levels. One course covers urban development.

Materials Developed: A survey of 500 business (employing from 25 to over 1,000) in the New Haven area about the project topic was conducted by project staff. The results will be compiled and made available to both the public and private sectors.

Project Director: John Teluk

Title Director

Address West Haven, CT 06516

Department Economics

Institution University of New Haven

Title I HEA State Administrator Phyllis Lary, Board of Higher Education - CONNECTICUT

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Model for Cooperative Training Programs with Business and Industry

Project Duration: 8/22/77-9/30/78

Participants: Employees of business and industry

Number Served: 480

Project Summary: Using its cooperative training program with the Pratt & Whitney Aircraft Group of United Technologies (the state's largest employer) as a model Manchester Community College duplicated the program with three insurance companies. Also, college credit was awarded for the following in-service training programs: Pratt & Whitney Aircraft Electrical Maintenance Training; Aetna Data Processing Operators Program, and Life Insurance Office Management Association course. The project also provided short basic mini-courses at several smaller companies.

Methods:

1. Identification of in-house training programs worthy of academic credit.
2. Awarding college credit for in-house training.
3. Providing on-site college courses for additional credits.
4. Developing course schedules into degree programs.
5. Providing on-site registration.
6. Providing on-site academic counseling.
7. Providing on-site textbook sales.
8. Promoting the acceptance of credits in transfer at other institutions of higher learning.

Institutionalization, Spin Offs, Future Plans: Work is being done toward obtaining approval of a new manufacturing technology degree for Pratt & Whitney Aircraft employees. Manchester Community College is now developing a degree program specifically designed for the insurance company employees. In the summer, Pratt & Whitney Aircraft and Manchester Community College signed a five-year contract that ensures the continuation of this program for at least another five years. Both Connecticut General and Connecticut Mutual Insurance Company are suggesting that their programs be increased in size next semester. The contract was signed in the summer of 1978.

Materials Developed: Courses were developed to fit the needs of cooperative programs. Courses covered such topics as principles of life insurance, life company operations, electronic data processing, small group communications, and leadership.

Project Director: David E. Duffy

Title Director

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Manchester, CT 06040

Department Business and Industry Programs

Institution Manchester Community College

Title I HEA State Administrator Phyllis Lary, Board of Higher Education - CONNECTICUT

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: The Maintenance of Appropriate Financial Records in the Fishing Industry

Project Duration: 7/1/74-10/31/75

Participants: Fisherman in the Fishing Industry

Number Served: 388

Project Summary: The primary purpose of this program was to bring to low and middle-income fishermen the techniques and procedures for the maintenance of appropriate financial records and their use in business management, planning for the future, and coping with tax matters. The pervasive lack of these skills became apparent during tax investigations among fishermen carried out in 1973 by the IRS. In quantitative terms it was planned to reach 750 men and women of the fishing industry through 25 or more workshops conducted in fishing communities in Maine. By the end of the grant period, 29 information meetings and workshops had been held with a total attendance of 388 people, of whom 208 were fishermen and 54 were fishermen's wives.

Methods: Twenty-nine workshops set up by people in the fishing industry and Extension Service, accountants, etc., were held on the wharf, in fishermen's cooperatives, homes, and community buildings. Topics discussed included: keeping proper financial records, guides to sound management, sources of loans, insurance for fishermen, retirement accounts, and starting cooperatives. Video tapes were made for use in structured meetings and also for individual use in Extension resource rooms. We still have people coming back to use these visual materials.

Institutionalization, Spin Offs, Future Plans: The program was continued as a maintenance level for the past three years and is now under review for new emphasis during 1979. Publications published after the grant period include: Depreciation Schedules, Social Security Benefits for Fishing Families, and Public Health Benefits for Fishermen. The Fishermen's Account Book will be published during 1979, with improvements. Faculty in the College of Business Administration have become interested in taking part in this program.

Materials Developed: Written materials: *The Fisherman's Account Book:* a leaflet on fishing business management; *The Employer's Guide;* Business Expenses on the Road form; and a leaflet on understanding the emergency energy shortage loan program; Video tapes: *The Fisherman's Account Book: How to Design and Use It; Fishing Business Management; Production Credit Association Loans; Documenting Your Vessel; Fishing Business Workshop--Bristol; Clamming Business Workshop--Jonesport; Problem Identification--Newcastle; Factors Affecting the Development of Fisheries of Maine;* and *Capital Construction Fund Accounts*

Project Director: Paul D. Ring

Title Marine Specialist

Address
Sea Grant Project
Marine Laboratory
Walpole, ME 04573

Department Cooperative Extension Service

Institution University of Maine at Orono

Title I HEA State Administrator Roberta Worrick, University of Maine at Orono - MAINE

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Planning Small Business Operations in Maine **Project Duration:** 8/1/77-5/31/78

Participants: People in small business or planning small business **Number Served:** 120 individuals (40% female, 60% male)

Project Summary: Participants were (1) informed of sources of information and help available to them as small business people; (2) aided in the preparation of business plans; (3) instructed in how to establish the marketing, operation, personnel, finance, and accounting functions in small business; (4) aided in identifying their personal potential strengths and weaknesses as small business persons.

Methods: A series of five four-hour seminars were held in six Maine communities. Experts on each topic conducted lecture-discussion sessions. The project coordinator provided one-on-one help in the preparation of business plans. The project was formally evaluated to determine its short- and mid-range effectiveness. Results were good.

Institutionalization, Spin Offs, Future Plans: Husson College has continued these planning seminars in other Maine communities. The seminars have proved popular and demand for them exceeds our present capacity to offer them. The project also resulted in the establishment of the Husson Management Institute, which now serves many needs of the small business community.

Materials Developed: Numerous unpublished instructional materials of a "how to" nature were developed by the project coordinator for use in conducting the lecture-discussion sessions.

Project Director: Dr. Philip C. Grant

Title Head, Department of Business Admin. *Department* Business Administration

Address Husson College
Bangor, ME 04401

Institution Husson College

Title I HEA State Administrator Roberta Worrick, University of Maine at Orono - MAINE

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Resource Planning Systems (Financial Planning for the Individual Small Business)

Project Duration: 7/1/78-4/20/79

Participants: Small business owners/managers

Number Served:

Project Summary: The project was designed to familiarize small business owners/managers with procedures of financial planning for the individual small business, and to assist in preparing planning documentation necessary for developing pro forma income and balance sheets.

Methods: Approximately 24 sessions of four hours' duration for different target groups in locations in Nebraska were conducted for the purpose of involving small business owners/managers in financial planning exercises. Attendees are expected to (a) become familiar with procedures of financial planning for the individual small business, and (b) prepare planning documentation necessary for the development of pro forma income and balance sheets.

Institutionalization, Spin Offs, Future Plans:

Materials Developed:

Project Director: David M. Ambrose

Title Director

Address Omaha, NB 68101

Department Nebraska Business Development Center

Institution College of Business Administration
University of Nebraska--Omaha

Title I HEA State Administrator William S. Fuller, Nebraska Coordinating Commission for Postsecondary Education - NEBRASKA

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Tourist Industry Growth, 1977

Project Duration: 1977-78

Participants: Tourist, recreation, and service industry employees

Number Served: 119

Project Summary: The tourist/recreation industry as it presently exists in the Northeast Kingdom of Vermont is highly seasonal. The project directed the efforts and resources of the state college located in the community at the marketing activities of the various tourist-related industries and presented workshops and technical assistance to enhance the efforts by these industries. Since the economy and employment in this region is totally dependent on tourism, the project was an effort to positively affect unemployment in the Northeast Kingdom by affecting those persons who are seasonally underemployed.

Methods: Through the Department of Recreation and Administrative Services, and with the cooperation of selected representatives of the industry, a series of workshops were conducted from July through the following September at the rate of approximately one every month.

Institutionalization, Spin Offs, Future Plans: The college established a Resort Management course as a direct result of the activities of the project; a Tourism Marketing Council was formed for the Northeast Kingdom and is an ongoing organization, and the college plans to offer a Tourism Institute in the future. Throughout the project there was a team approach between various community service agencies, the local Chamber of Commerce, the Northeastern Vermont Development Association, the Northern Community Investment Corp., the Vermont Travel Division, and others.

Materials Developed:

Films on major tourist attractions in the Northeast
Research studies on marketing and the tourist/recreation industry
Course design for resort management
Final data survey

Project Director: James McCarthy

Title Chairman, Department of Recreation and Leisure Studies

Address Lyndon State College
Lyndon, Vermont

Department Recreation and Leisure Studies

Institution Lyndon State College

Title I HEA State Administrator Kathleen Trzaskos, University of Vermont - VERMONT

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: A Community-Based Education Program on Business District Redevelopment

Project Duration: 5/1/77-9/30/78

Participants: Central district businessmen, Chamber of Commerce, and community leaders

Number Served: 226

Project Summary: This project was designed and activities were undertaken to increase local businesspersons' understanding of the tools and strategies that can be used to redevelop central business districts. Through nominal group techniques, the needs of businessmen and women were assessed in four central N.C. cities. After needs were determined, resources were marshalled and materials were developed to address the development strategies that were possible.

Methods: Thirteen workshops were conducted in the four cities. Workshop emphasis was on obstacles in the way of downtown revitalization and strategies that could be used to eliminate these obstacles.

Institutionalization, Spin Offs, Future Plans: Workshops are intended to be offered to other cities on a fee basis, based on the experiences of this Title I project.

Materials Developed: The following manuals were developed:

1. *Tools and Techniques for Financing Downtown Revitalization*
2. *Making the Drive Downtown More Convenient in Modest-Sized Cities*
3. *The Revitalization of Downtown Retailing in a Changing Market Environment*
4. *Federal Funding Sources Available for Downtown Revitalization*
5. *Getting it Done: A Guide to Making Downtown Revitalization Happen*

Project Director: Dr. David Milder

Title Acting Director

Address
Institute for Urban Studies and Community Service
UNC at Charlotte
Charlotte, NC

Department Institute for Urban Studies and Community Service

Institution University of North Carolina at Charlotte

Title I HEA State Administrator Allen Rodeheffer, Board of Governors - NORTH CAROLINA

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Leadership Development Program for Atlanta Business League

Project Duration: One year

Participants: Board, staff, and members of Atlanta Business League (ABL)

Number Served: 27

Project Summary: Seven leadership workshops were held for ABL board, staff, and members last spring and summer. The workshops addressed the need for ABL to redefine its purpose and set priorities for accomplishing goals. These sessions, usually two hours in length, involved minilectures, group tasks, and discussions. Areas covered included motivation, decision making, leadership styles, the board of directors, and organizational change.

Methods: The workshop technique was used with instructors briefly presenting the agenda for the session in terms of a problem to consider with related leadership techniques and materials, participant discussion, division into small groups to discuss problems, and reports back to the entire group.

Institutionalization, Spin Offs, Future Plans: ABL has recently elected new leaders and is redefining its purpose. The new leadership includes participants in the training completed to date. The president of ABL, who participated in past sessions, intends to go ahead with further training. They are now considering the possibility of assistance in preparing a program of work for ABL.

Materials Developed: Training materials were developed in the area of organization leadership focusing on a volunteer organization. Topics included techniques for developing the organization and setting goals and priorities, motivation and what motivates organization members, group decision methods, the functions of the board of directors, and how to induce change in an organization.

Project Director: Joseph L. Quarterman

Title Director, Business Information Center

Department Business Information Center

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Georgia State University
University Plaza
Atlanta, GA 30303

Institution Georgia State University

333

Title I HEA State Administrator George Brooks, Postsecondary Education Commission - GEORGIA

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: The Outreach Program

Project Duration: 1977-78

Participants: Teachers and middle-level business personnel

Number Served: 160

Project Summary: The objective of the outreach program was to provide continuing education and personal development programs for employees of local industries and for members of the teaching profession in southeast Arkansas.

Methods: Four activities were offered for teachers: one workshop covering planning, evaluation, metrics and reading; a course designed for elementary certification; a workshop covering reading skills, learning skills, planning and metrics; and a reading workshop. Four activities were offered to business community members: a business education workshop designed to upgrade middle management; two courses in real estate principles to upgrade cognitive knowledge and to promote efficiency; and an accounting course to upgrade management.

Institutionalization, Spin Offs, Future Plans: As a result of these programs, the outreach director has been able to establish a liaison with area industry in a way that ultimately will benefit both parties. However, no future funding has been secured for the project.

Materials Developed: None

Project Director: Dr. Jerry Webb

Title Head, Department of Chemistry, Geology and Physics

Department

Address
University of Arkansas at Monticello
Monticello, AR 71655

Institution University of Arkansas at Monticello

Title I HEA State Administrator Hugh L. Mills, University of Arkansas - ARKANSAS

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Business Management Education **Project Duration:** 1977-79

Participants: Potential curriculum users such as students, business owners, local government and village corporation officials **Number Served:** 73 field-test participants

Project Summary: This project produced a competency-based modular curriculum in business management for village corporations and small businesses.

Methods: One hundred organizations were contacted in the early planning stage of the project for input. Basic curriculum content was derived from subject matter experts employed on a short-term consultant basis. Drafts of each document were reviewed by appropriate institutional and agency personnel familiar with the subject area. Modules were field tested in Ruby, Toksook, and Sand Point, as well as in Anchorage by trainees from eight villages of the North Pacific Rim Association. Participants could received one academic credit for their three-day learning experience with the subject matter under review. Curriculum content was modified based upon reviewer critiques and field-test user evaluations.

Institutionalization, Spin Offs, Future Plans: While some modules were already in use by the end of the project period, the field testing and dissemination phase of the project will continue in 1978-79. Rural education learning centers, community colleges, and private institutions are expected to use the curriculum, along with nonprofit organizations directly involved in business management training in rural Alaska. Requests have also been received from outside the state for these training materials.

Materials Developed: Curriculum modules were developed in the following subject areas: cash receipt, accounts receivable, cash payment, payroll, payroll problems, general ledger, general ledger problems, organization, investment decision making, management, personnel management, and business law. Instructors manuals and case studies were produced to accompany modules when appropriate.

Project Director: William T. Haw

Title Director, Alaska Native Human Resource Development Program

Address
411 W. 4th Avenue
Anchorage, AK 99504

Department

Institution University of Alaska

Title I HEA State Administrator Jane Maynard, Commission on Postsecondary Education - ALASKA

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Continuing Education for Business and Industry

Project Duration: 1977-78

Participants: Adults

Number Served: 2,500

Project Summary: The objective of the program is to provide small businesses and industries with an educational program that will help them make needed changes in methods and management in an effort to reduce bankruptcies and strengthen the economy. The project depends heavily on the cooperation of the community and business leaders; local agencies, both public and private; and local government officials. The agencies cooperate in planning programs. Short-term committees, made up of a cross-section of interested citizens, help coordinate these programs. Small business has the same challenge to respond to change as big business, but the resources of small business are much more limited. Our project provides expertise and provides an adult generation, which was reared in a basically agrarian society, with the impetus and knowledge to adjust to a highly industrialized economy.

Methods: Project content fluctuates with the problems that confront the businesses it serves. The project seeks to present seminars, workshops, or short courses which will meet these problems. Speakers are carefully selected for their expertise in the subject and their ability to interest the audience through audience participation and utilization of visual aids. Modern educational media is used to supplement and diversify educational programs.

Institutionalization, Spin Offs, Future Plans: This project has extended the services rendered by The University of Alabama to many adults of varying educational backgrounds. No new agencies, organizations, or groups have been formed on a permanent basis as a result of this project. Existing agencies benefit directly from the project. The Chambers of Commerce acknowledge that the project helps them to realize their own goals and purposes. The hope is to expand the program.

Materials Developed:

A 15-minute slide/tape program, which is a comprehensive presentation of this project

A booklet, *Tips on Shoplifters*

Project Director: John B. Griffin

Title Coordinator

Address 121 N. 1st Street
Gadsden, AL 35901

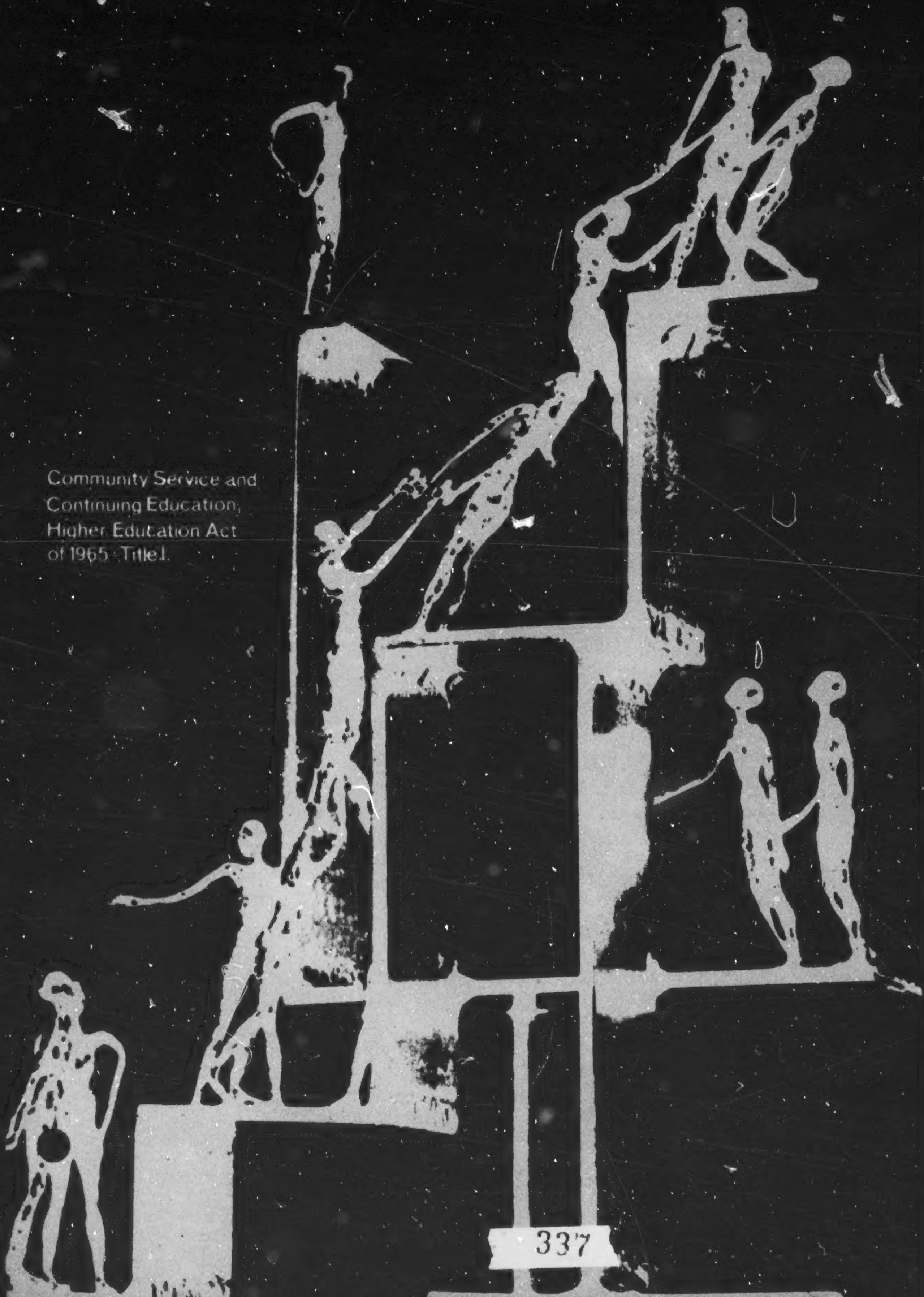
Department Continuing Education Division

Institution The University of Alabama

Title I HEA State Administrator R. W. Springfield, University of Alabama - ALABAMA

EMPLOYMENT

Community Service and
Continuing Education,
Higher Education Act
of 1965 - Title I.



Project Title: Community Organization Management Training Program

Project Duration: 1977-78

Participants: Staff or Community-Based Organizations

Number Served: 94

Project Summary: The Community Organization Management Training Program was designed by the University of Southern California in concert with 20 such organizations to provide high quality management training for selected staff members in order to improve the quality of services to disadvantaged citizens of the Los Angeles area. Through training-the-trainers, the program additionally sought to contribute to the financial self-sufficiency of funded, non-profit human service organizations.

Methods: The program consisted of two elements: one was a series of seminars to improve the management skills of the participants; the second was a program of trained personnel from this group to provide similar training in their agency and in other community-based organizations. Training sessions covered such topics as: motivations, planning and leadership; stress; supervision, and evaluation.

Institutionalization, Spin Offs, Future Plans: The College of Continuing Education will maintain contact with these and other similar agencies. Plans are currently underway to build a more viable consortium of community-based organizations which, with combined resources, can fund future training. Concurrently, efforts are being made to see other government and foundation funding.

Materials Developed: None

Project Director: Charles W. Vinick

Title Executive Director, Division of Special Programs

Address University Park, DCC 223
Los Angeles, CA 90007

Department College of Continuing Education

Institution University of Southern California

Title I HEA State Administrator Russell L. Riese, Postsecondary Education Commission - CALIFORNIA

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Affirmative Action Management Seminar and Evaluation

Project Duration: 7/1/78-6/30/79

Participants: Middle management personnel for higher education

Number Served: 750-1000

Project Summary: This project has been specifically designed to disseminate information about affirmative action employment procedures currently functioning or proposed for public higher education in Oklahoma. The project will deal specifically with Title VI of the Civil Rights Act (Adams Case), the implementation of the affirmative action compliance program of the Oklahoma State Regents for Higher Education, and the affirmative action compliance plans of each of the 30 individual state institutions of higher education as it relates to middle management of each of these institutions (deans and department chairmen.)

Methods: To achieve the project content it is proposed that a two-phase program be initiated. The first phase will be the evaluation of the affirmative action compliance program of the Oklahoma State Regents for Higher Education. It is further proposed that this evaluation be carried out with the use of the talkback television system. This will be a single four-hour program, to be shown in early fall, 1978. The content and personnel of this program will be developed by the Central State University task force and the Office of the Chancellor, Oklahoma State Regents for Higher Education. The second phase of this proposed program will be individual visitation to each of the 30 state institutions and the conducting of an affirmative action management seminar for all middle management personnel of each of these institions.

Institutionalization, Spin Offs, Future Plans: This project has allowed Central State University to be of greater service to the Oklahoma Public Higher Educational System in the better understanding of the goals of affirmative action compliance management. The project has given recognition and strength to the university as an emerging institution, expanding its geographical and services outreach activities. Members of the project task force have determined that this method of informational delivery of programs has been overwhelmingly received by institutional members and the requests for future programs of this nature have been identified.

Materials Developed: An affirmative action compliance manual was published and provided to each of the 750 participants at the institutional workshops. This manual was developed to give the participant a better understanding of the historical implications of affirmative action management in Oklahoma Higher Education, the revised Oklahoma State Plan for affirmative action management, and elements from the Programs and Procedures Document for implementation of the Revised State Plan.

Project Director: Carl F. Reherman

Title Director

Address
Central State University
Edmond, OK 73034

Department Bureau of Government and Public Services

Institution Central State University

Title I HEA State Administrator Jerry L. Hargis, State Regents for Higher Education - OHIO

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: College, Industry and Business: Cooperative Training to Facilitate Job Development and Economic Recovery in Central New York

Project Duration: 9/1/78-8/31/79

Participants: Small Business owner/managers, industries, and ultimately the unemployed

Number Served: 500

Project Summary: The purpose of the program is creating new jobs and increasing production capabilities of small businesses and industries. The program is targeted at four specific areas: (1) to provide part-time pre-employment training to prepare work forces for new businesses and industries entering the Mohawk Valley; (2) to provide in-plant instruction when appropriate, which will have potential for a company to increase productivity; (3) sponsor on-campus seminars and workshops concentrating on problems of interest to groups of employers; (4) expand and upgrade Mohawk Valley Community College's Small Business Management course to encourage greater participation by all segments of the community.

Methods: A brochure entitled "Special Training for Industry" was developed and sent out to approximately 1,000 small businesses and industries. Upon request of the business owner and industrial personnel, the college would go on site to the business or industry and discuss their training needs. Once a specific need has been established, an instructor would be hired and a curriculum would be developed. Once approved the course would be taught in-plant. Other programs, such as pre-employment training programs and on-campus seminars, were advertised in local newspapers.

Institutionalization, Spin Offs, Future Plans: Mohawk Valley Community College has been involved with providing educational assistance to businesses and industries of its region. Due to the number of companies requesting the college to assist in meeting their training needs, the amount of money for program development needs to be increased. College, Industry and Business is in its second year of operation. The college is proposing a project that builds upon the success of the current project, adding new dimensions to increase the effectiveness of the entire program and assuring its regular adoption.

Materials Developed: Brochures

"Special Training for Industry:
"Typing Skills Update Program"

Curriculum materials were developed for each program

Basic Shop Math, Basic Blueprint Reading, Basic Metallurgy Theory, Small Business Workshop, Typing Skills Update, Supervisory Training, and Machinist Training

Project Director: W. Gary McGuire

Title Director of Special Projects

Department Community Services

Address 1101 Sherman Drive
Utica, NY 13501

Institution Mohawk Valley Community College

Title I HEA State Administrator Charles F. Graber, State Education Department - NEW YORK

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Emerging Manpower Project for the Assessment and Coordination of Training

Project Duration: 9/77-9/78

Participants: Governmental and community agencies, educational institutions, private and public employers in central Ohio

Number Served: 300

Project Summary: The goals of the project were: (1) to lead toward a coordinating mechanism to effect linkages among community employers and educational institutions for the reduction of unemployment; (2) to work with identified community leaders in determining existing and needed linkages between training activities and occupational opportunities determining manpower needs, and educational resources, thereby correlating training opportunities with existing and potential job opportunities and determining needs for further training among emerging occupations.

Methods: Two hundred and fifty-one employers, 14 employer association directors, and 48 representatives of local schools and colleges in central Ohio were interviewed to determine projected manpower needs and the training requirements for those jobs. Educational resources available for high growth occupations were also surveyed.

Institutionalization, Spin Offs, Future Plans: It is expected that the information accumulated and disseminated through this project will be a useful tool to educators to indicate gaps or duplications of educational programming in central Ohio institutions so that employers' and future employers' training needs can better be served. A network has been established to provide a link between the world of work and the world of education.

Materials Developed:

"A Summary of Central Ohio Occupational Projections"
"Emerging Occupations Survey Instrument"
"Employer Association Survey Instrument"
"An Examination of Factors Influencing Cooperative Relationships Between Educational Institutions and Employing Organizations"

Project Director: Carol Fought

Title Dean

Department Division of Educational and Community Services

Address 550 E. Spring Street, Box 1609
Columbus, OH 43216

Institution Columbus Technical Institute

Title I HEA State Administrator Marlene Rushay, Board of Regents - OHIO

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Critical Skills Upgrading Program

Project Duration: 7/78-6/79

Participants: Underemployed adults

Number Served: 215

Project Summary: The program is designed to demonstrate the possibilities for sustaining and generating employment opportunities through training programs in a manner not presently supported by state or federal policy or program initiatives. It aids local employers in solving training-related problems which they have identified. By training adults in their existing work force, we not only facilitate advancement opportunities for the learners but also help to generate and/or preserve employment for many others.

Methods: Employers selected are representative of various types of needs for upgrading. In some cases, firms are in need of incentives to expand; in others, survival is at stake; for still others turnover is a significantly disruptive force, aggravated by lack of training. The Department of Commerce, local CETA sponsors, the Labor Management councils, and the Chamber of Commerce have helped to identify employers participating. Participating colleges subcontract through the receiving umbrella organization to deliver contoured programs, either in-plant, on campus, or both in sequence.

Institutionalization, Spin Offs, Future Plans: These efforts, which involved or will involve eight members of the WNY Consortium of Higher Education institutions, have expanded each school's involvement in the private sector. Institutions planning to, or having already participated, include Jamestown Community College, Trocaire College, Buffalo State College, Daemen College, Medaille College, Niagara Community College, Erie Community College, and State University of New York at Buffalo. A second year's proposed activity is training prospective small businesspeople to improve the chances of their business success and the addition of new labor markets to the region.

Materials Developed: Materials developed include competency-based, contoured curricula for lathe and mill operators, child-care workers, and production supervisors, and a three-phase evaluation process that includes documents for student, instructor, and employer data.

Project Director: Douglas J. Saxton

Title Project Director

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PROGRAM IMPACT
21 Diefendorf Annex
SUNY at Buffalo
Buffalo, NY 14214

Department PROGRAM IMPACT

Institution
Division of Continuing Education
SUNY at Buffalo on behalf of the Western New York Consortium of Higher Education

Title I HEA State Administrator Charles F. Graber, State Education Department - NEW YORK

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Local Support Service Center **Project Duration:** 1977-78

Participants: Chippewa county work force **Number Served:** 150

Project Summary: This project involved identification, training, and coordination of a work force by creating a center where prospective business and industry can be provided information on the available labor force, the number of persons in and out of the area who are trained to meet the industry's needs, and the number of persons who would be willing to be retrained. This information would be on a computer and readily accessible in a variety of forms. It would be continually updated. The center would coordinate the resources of area educational institutions for training purposes and would provide planning for the development of new training programs not presently offered in the area to meet new industry needs. The already existing Industrial Incubator will provide space for research trial and experimentation for both industry and possible on-the-job skills training as needed.

Methods: Door-to-door solicitations, using students and some local residents; and in some outlying areas, going to one central location (such as a bank) and doing walk-in interviews. We have helped to create the EUP Job Development Council. This organization meets once or twice a month to determine ways to coordinate and stimulate the activities of the employing agencies in the community in their efforts to secure employment for their constituents.

Institutionalization, Spin Offs, Future Plans: With the EUP Job Development Council we have established an "employment" office at Kinross, thus achieving our objective of coordination among employment agencies. As a spin-off of our skills data bank we plan to compile a listing of fringe benefits and employment packages of existing businesses in Chippewa County. We are also working on a listing of resumes of faculty and selected staff at Lake Superior State College to provide a reference for expertise that otherwise might go unnoticed. We also feel that through the skills data bank we can update the 1970 Census data.

Materials Developed:
- Skills Data Bank
- EUP Job Development Council Brochure
- Listing of L.S.S.C. Faculty
- Listing of benefits of existing Chippewa County businesses
- Any updating of the 1970 Census report that might prove useful

Project Director: Danial Dorrity

Title Associate Professor

Department Social Sciences

Address
300-5 Library
S.S. Marie, MI 49783

Institution Lake Superior State College

Title I HEA State Administrator Richard J. Smith, State Board of Education - MICHIGAN

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: The Training and/or Retraining of Mechanics and Production Personnel in the Apparel Industry

Project Duration: 7/1/78-6/30/79

Participants: Mechanics and production personnel

Number Served: 226

Project Summary: The purpose of the project is to raise the skill levels of mechanics and production personnel in the apparel manufacturing industries so as to assure future employability as the machinery and equipment in their plants becomes more technologically sophisticated. Underlying the purpose of the program is the fact that large numbers of New York apparel manufacturers are introducing new machinery and methods into their plants to improve their productivity.

Methods: Fifteen seminars will be held on the FIT campus, and five are to be held off campus to serve the counties of Nassau and Suffolk. Participants at the seminars work with modern equipment of the type they will be using in a shop situation. Seminar topics are varied and range in time from 4 hours to 14 hours. Typical seminar topics are (1) Selection and Setup of Modern Sewing Work Aid Devices and Attachments, (2) Garment Manufacturing Labor Costing, and (3) Garment Manufacturing Time-Study Methods.

Institutionalization, Spin Offs, Future Plans: The Fashion Institute of Technology offers a wide variety of courses in its Continuing Education Division, and a number of the participants in the Title I program have registered for regular courses. Response from apparel manufacturing employers has been encouraging. Since most manufacturing firms do not have resources for their own training facilities, they view very favorably the HEA Title I program in filling their training needs.

Materials Developed: Printed notes and other seminar material, including charts for use in time-study, production control and garment manufacturing cost analysis, have been developed for the program.

Project Director: Prof. Arthur Price

Title Director of Research

Department Research and Industrial Development

Address
227 West 27th Street
New York, NY 10001

Institution Fashion Institute of Technology

Title I HEA State Administrator Charles F. Graber, State Education Department - NEW YORK

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Work/Study Job Training Program

Project Duration: 6/30/77 to present (second year of funding)

Participants: Under-educated and under-employed adults

Number Served: To date, 444

Project Summary: The objectives of the program are to allow adult interns to receive training, skills, knowledge and experience to (1) get a specific job, (2) be upgraded in a presently held job, (3) change careers. The program gives adults the opportunity to gain valuable work experience while gaining college credit. It encourages them to experiment in areas where their interests lie--to give them a foundation from which to make career decisions. It also offers employers a pool of ready and skilled potential employees from which to hire.

Methods: Interns are recruited, interviewed, oriented, and placed in appropriate agencies. Agencies submit job forms and the students' abilities are matched to the job description. A three-way contract is signed by the intern, professor, and agency representative. Group meetings are held regularly with the interns to allow them to express their opinions and receive feedback from their peers. Academic requirements vary but usually consist of a log and a research paper. Each student works a minimum of 90 hours per semester.

Institutionalization, Spin Offs, Future Plans: Officials of the College of Staten Island and the department chairpersons are lending their efforts to ensure that this program is continued after funding has been terminated. Communication lines are open to various agencies and a format is established - thus giving the department the incentive to run the internship course. Release time is provided for established professors. The academic work is tied in a realistic manner to the world of work.

Materials Developed: Several forms have come into use: intern application, three-way contract, and statement of student goals. An evaluation process has been developed including pre-post test, student and agency evaluation forms, and a self-evaluation by the instructor. Fliers describing the program have been distributed to all colleges throughout the state and descriptive accounts of the program (run by local newspapers) are included in all dissemination packages.

Project Director: Virginia Hauer   Regina T. Smith, Director Work/Study job Training Program

Title Chief Administrative Officer

Department Legal Studies Internship Program

Address
715 Ocean Terrace
Staten Island, NY 10301

Institution College of Staten Island

Title I HEA State Administrator Charles F. Graber, State Education Department - NEW YORK

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Adult Advisement and Information Center

Project Duration:

Participants: Unemployed adults

Number Served:

Project Summary: The project was developed to assist adults and out-of-school youth in a program of academic testing, counseling, and career planning services; to identify priority target populations and their specific needs, and to provide useful information and referral services which promote participation in lifelong learning and career/vocational planning. Also, to utilize available resources that assist in meeting client needs and solving their problems; to share information and participate in consortial relationships; and to utilize nontraditional, adult-oriented methods of assessment.

Methods: The most frequently used method for delivery of service is the one-to-one interview during which the client's objectives are clarified, information is conveyed, and steps are taken to provide further needed information. Test materials are also used. Many telephone contacts were made with clients. Project personnel consisted of one full-time professional counselor, who also was responsible for the administrative side of the project, and part-time assistance from a graduate student. The student did have some client contact, but for the most part served as an administrative assistant.

Institutionalization, Spin Offs, Future Plans: This project will be enlarged and will continue with federal funding, along with matched support from the participating institutions in the Adult Advisement Center consortium. The program may be made more responsive to the needs of adults in the area of career and educational planning, counseling, and information, and referral will be made. The School of Continuing Education has contributed to the program financially by establishing a contingency fund of $2,500, and materially by supportive clerical services. The Indiana Jaycees have established a tuition assistance fund for adult students.

Materials Developed: Materials produced for this project, other than brochures and other public relations material, consist of outlines, and the contents of career development programs which have been presented. This material is available should another project director be interested in it.

Project Director: John M. Killilea

Title Director

Address
School of Continuing and Nonresident
Education, 1A Uhler
Indiana, PA 15705

Department Adult Advisement and Information Center

Institution Indiana University of Pennsylvania

Title I HEA State Administrator Harry W. Riemer, Department of Education - PENNSYLVANIA

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Texas Public Employee Training Exchange

Project Duration: 9/1/77-4/30/78

Participants: Texas state agency training offices and institutions of higher education

Number Served: 700 through newsletters and referrals

Project Summary: The idea for the PETE project was based on the realization that there existed valuable training and technical assistance expertise in Texas institutions of higher education that could be utilized to meet state agency training and technical assistance needs. The project was started as an information service to state agency training offices interested in these academic resources as possible training alternatives.

Methods: Contacts were made with continuing education programs at all junior/senior colleges and universities in Texas and these were surveyed to determine training capabilities. Contacts were also made with all state agency training offices to inform them of the services available. Visits were made to agency offices to learn training needs. A monthly newsletter containing continuing education news and agency training needs was started. A conference for academic and state agency participants was held to encourage increased communication between the two groups.

Institutionalization, Spin Offs, Future Plans: Many agencies are developing their own contacts with some universities and colleges. As the PETE project becomes better known, more and more agencies are utilizing the services. Possible plans for the future include opening the informational services to other public agencies outside the state agency structures, such as cities and counties.

Materials Developed:

Project Director: Robert J. Macdonald

Title	Assistant Professor	*Department*	Political Science
Address	Southwest Texas State University San Marcos, TX 78666	*Institution*	Southwest Texas State University

Title I HEA State Administrator Wilbur H. Hurt, Coordinating Board,
Collge and University System - TEXAS

Project Title: Women's Community Leadership Program **Project Duration:** 1977-78

Participants: Unemployed and employed women **Number Served:** 395

Project Summary: Women are a fairly untapped source of community leadership. The program inquired into women's role in community leadership, heightened awareness among women, and provided a forum of interaction between established and burgeoning community women leaders.

Methods: Women in leadership roles were consulted to help set up programs for women who desired (1) increased awareness of women's potential in community leadership, (2) heightened leadership and management skills, (3) assertiveness training, and (4) other knowledge including career awareness. Delivery systems were noncredit classes and symposia, individual and group discussions, media presentations, and training and/or counseling sessions.

Institutionalization, Spin Offs, Future Plans: Women community leaders were involved in planning and implementing the comprehensive program and individual activities.

Materials Developed: None

Project Director: Lloyd Anderson

Title	Director	*Department*	Community Services
Address	Bismarck, ND	*Institution*	Bismarck Junior College

Title I HEA State Administrator Orlo A. Sundre, Board of Higher Education - NORTH DAKOTA

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Management Development Institute

Project Duration: 1977-78

Participants: Unemployed women, women in management, and employers

Number Served: 32
60,000 by radio and TV

Project Summary: The primary focus of this project was to contact and survey employees/employers, and develop and provide programs to assist women in search of employment and those interested in career development and advancement. The three target groups were unemployed women, women in management, and employers.

Methods: The co-project directors visited employers individually to determine industry and business needs for programs aimed at women in management. Two one-day workshops were held in cooperation with the Vermont Department of Social Welfare for unemployed women. A program conducted on Improving Communications, Leadership, and Time Management was provided for the Business and Professional Women's Federation. Several programs aired on Vermont Educational Television were aimed at issues relating to women and the decision to work.

Institutionalization, Spin Offs, Future Plans: The interest generated by this project is evident by the number of requests the Extension Service has had to provide programs of this type. Due to some unfortunate and improper scheduling by the project directors, much of the impact was lost as numbers of participants were far below what was expected.

Materials Developed: Several exercises and project materials relating to communication skills, time management, and leadership were developed.

Project Director: Barbara Mair

Title

Address University of Vermont Extension Service
Burlington, VT

Department Programs for Business and Industry

Institution University of Vermont

Title I HEA State Administrator Kathleen Trzaskos, University of Vermont - VERMONT

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Understanding the Dual Responsibilities of Working Women

Project Duration: 1977-78

Participants: Human service workers, administrators, counselors, representatives from business, hospitals, etc.

Number Served: 226

Project Summary: The objectives of this project were to increase the awareness of manpower human service workers concerning the needs and problems of female workers who are fulfilling the dual responsibilities of workplace and home, to provide manpower human service workers with skills training in various coping techniques which could be of direct benefit to the working woman with dual responsibilities, and to develop resource materials in the area of the dual responsibilities of working women. The project increased participants' awareness of the needs and problems of working women and provided them with specific skills for assisting their female clients.

Methods: There were two phases to the project. Phase I involved 32 six-hour workshops given in three locations across the state. Training manuals were developed, which allowed for a content progression similar to the pattern of interaction which most often evolves between staff and clients. Participants worked directly with client material; role playing, discussion groups, and other methods were combined with this major approach. In Phase II, the project was extended to develop a training opportunity for human service workers. One three-day training institute was held. For this, the original manuals were revised into the *Counseling Resource System* manual.

Institutionalization, Spin Offs, Future Plans: A nationwide dissemination of the project resulted in 12 institutions expressing interest in offering similar programs. The School of Continuing Studies devised a three-part marketing plan, and the Counseling Resource System is now offered to other universities. Institutes have been scheduled for 1979 at Northwestern University, Antioch College, and the University of Connecticut. This national utilization of the project format and results has allowed the program to continue at Indiana University on a self-supporting basis.

Materials Developed: In Phase I, four training manuals were written: *Starting Point, Creative Problem-Solving, Changing Attitudes,* and *Self-Discovery.* In Phase II, *A Counseling Resource System: Training Manual and Client Resource Materials,* was developed. This manual is a collection of client handouts reproduced from use with clients.

Project Director: Nancy Seltz

Title Associate Director of Programs

Address Owen Hall, #320

Department School of Continuing Studies

Institution Indiana University
Bloomington, IN 47405

Title I HEA State Administrator A. Michelle Taylor, Director of Federal Programs - INDIANA

Community Service & Continuing Education A Higher Education Act, Title I Program Abstract

Project Title: Work-Related Education in the Northern Region **Project Duration:** 6/1/78-5/31/79

Participants: Employers/employees of varied agencies **Number Served:** 500

Project Summary: This is a five-college project administered by the Associated Colleges of the St. Lawrence Valley. The project consists of two kinds of activities. Approximately 20 non-credit programs are being offered to provide specific skill training in work-relevant areas. The workshops involve law enforcement personnel. The independent learner, and social, health, and management personnel. A second major activity is the continued development and promotion of a film-based training resources center that is making training films available to agencies throughout the region. This center brings direct training to 3,500 persons each year.

Methods: Each college maintains the primary responsibility for planning, organizing, and controlling its own workshops, short courses, etc. The colleges agree in advance to specialize in their dealings with specific employers. The film center operates on a membership basis and provides films as requested by outside agencies. Catalogs and brochures are widely disseminated. Training workshops using the available films are set up to orient in-service training leaders on how to use the films in in-house settings.

Institutionalization, Spin Offs, Future Plans: The workshops conducted have led to the creation of strong relationships between individual colleges and individual employing organizations. These relations are likely to be sustained. Many Title I-funded sessions have already been replicated as many as three times. The film center has begun realizing some off-campus institutional memberships that will help to sustain the operation.

Materials Developed: Not applicable.

Project Director: Dr. Fritz H. Grupe

Title Executive Director, Associated Colleges of the St. Lawrence Valley
Department
Address SUNY College at Potsdam, Raymond Hall
Potsdam, NY 13676
Institution SUNY College at Potsdam

Title I HEA State Administrator Dr. Charles F. Graber, State Education Department - NEW YORK

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Center for Adult HIRE Education Toward Employee Literacy

Project Duration: 7/1/77-6/30/78

Participants: SCORE volunteers, volunteer counselors, unemployed and underemployed adults

Number Served: 142

Project Summary: Using both retired and active persons who have expertise in some or all aspects of job seeking, a program was established to assist unemployed and/or underemployed adults in the area in upgrading their job-seeking skills, making them more competitive in the job market. This was accomplished through individual-needs assessment and counseling/instructing sessions.

Methods: About 25 persons with some experience in job-seeking skills were recruited as counselors and provided with the tools and procedures needed to assist adults in strengthening their job-seeking skills. Individual counseling sessions were held one evening each week at a designated facility, where persons seeking help could be assisted in assessing their job-seeking skills and provided with individual and free assistance from experienced counselors to fill their particular needs.

Institutionalization, Spin Offs, Future Plans: The program has been adapted for use by high school students and was an essential part of the summer Franklin County SPEDY Career Education program. CETA Job counselors, trained by HIRE as volunteer HIRE advisors, have established a specialized HIRE program to assist CETA applicants. Inquiries for the establishment of independent HIRE agencies have been received from several state agencies and institution as well as from sources such as the Peace Corps and Action. The local Chamber of Commerce is discussing funding the program after Title I funds are no longer available.

Materials Developed:

Job Search Assistance Guide
Counselor's manual
Video-tape programs: *The Job Interview, The Corporate Job Interview, The Job Interview From the Employer's Point of View*
Slide-tape presentation: *The HIRE Program and What It Can Do for You*
Package of materials, including cassette-taped instructions for the establishment of a HIRE program

Project Director: Stanley Ferguson

Title Director

Department Career Planning and Placement

Address 7 South Street
Farmington, ME 04938

Institution University of Maine at Farmington

Title I HEA State Administrator Roberta Worrick, University of Maine at Orono - MAINE

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Labor Studies Institute

Project Duration: 1977-78

Participants: Union representatives, union members, student population of college

Number Served: 180

Project Summary: Our project is to establish a Labor Studies Institute offering to both the public at large and union members in particular academic credit-bearing courses in Labor Studies culminating in a certificate of Labor Studies and/or an associate degree. Courses will be divided into two areas: Labor Theory and Labor Skills. The theory courses will cover such areas as labor law, labor history, and labor economics. The skills courses will train union personnel for effective participation and leadership. Our advisory board, consisting of education, union representatives, and business and community interests will help focus the direction of the program.

Methods: Instruction in college-level courses by credentialed instructors using both lectures and classroom discussion. Full use will be made of audiovisual materials, as there are extensive archives of labor films and slides available. Guest lecturers, labor leaders, and educators will speak. Though traditional classroom teaching will be the focus, where and when the classes are held will be worked out with union advisers who are sensitive to the requirements and interests of their members.

Institutionalization, Spin Offs, Future Plans: The program will be institutionalized at The Borough of Manhattan Community College as a course leading to a certificate and/or associate degree. Students completing our program will be able to transfer full credit at City College, which is also fashioning a Labor Studies program. We are also working with colleagues in other Labor Studies programs in nearby colleges and universities to establish joint colloquia sharing our experiences and our expertise.

Materials Developed: Course syllabi and outlines complete with bibliographical material.

Project Director: Tziporah Kasachkoff

Title Director, Labor Studies Institute

Department

Address
Borough of Manhattan Community College
City University of New York
1633 Broadway, New York, NY 10019

Institution
Borough of Manhattan
College
City University of New
York

Title I HEA State Administrator Robert E. Williams, Regents of the University - NEW YORK

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Pilot Program to Intervene in the Intergenerational Cycle of Unemployment in Oswego County by Improvement of Math and Reading Skills

Project Duration: 1977-78

Participants: Unemployed non-high school graduates

Number Served: 100

Project Summary: The purpose of Project Intervene is to break the cycle of recurring unemployment from one generation to another within the same family unit. The goal is to change both skills and attitudes towards math and reading within the home environment. Of special interest is the utilization of unschooled community members as change agents in the individual homes. The salaries of these individuals are being supported through CETA funding.

Methods: Ten unemployed adult high school graduates were selected to train as teacher aides. An intensive four-month training program took place in which the teacher aides received instruction through formal classes on teaching remedial reading, introduction to mathematic methods, and techniques on reducing math anxiety. Formal seminars were held covering a range of topics from child abuse to writing lesson objectives--all of which were targeted to assist the teacher aide when he or she entered a client's home. Family clients were identified through an advertising program and through referrals from social service agencies within the county. On January 8th the teacher aides began phase two of the project--the actual delivery of math and reading tutoring in the client's home.

Institutionalization, Spin Offs, Future Plans: One benefit from Project Intervene is the functioning of the Advisory Acouncil. The Advisory Council was originally designed to include representatives from each social service agency within the county, plus a representative from the public school system and literacy volunteers. While these individuals have long been concerned with the same clientele, they unfortunately had few opportunities or desires to communicate with each other. The Advisory Council brought key individuals together to work as a team to solve a common problem. They have refocused their orientation upon similarities between agencies rather than differences.

Materials Developed: Detailed lesson plans have been prepared for 100 hours of seminar instruction involved with the preparation of teacher aides.

Project Director: Dr. J. Michael Adams

Title Acting Chairman

Address
Dept. of Industrial Arts and
Technology
SUNY Oswego, Oswego, NY 13126

Department Dept. of Industrial Arts and Technology

Institution State University of New York College at Oswego

Title I HEA State Administrator Robert E. Williams, Regents of the University -
NEW YORK

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Niagara County Employment Revitalization Program (NCERV Program)

Project Duration: 1977-1981

Participants: Underserved, underemployed, and unemployed in Niagara County

Number Served: Approximately 1000 this year

Project Summary: Begun in 1977, the CNERV Program is a three-year/phase project to help Niagara County achieve economic well-being through planned employment revitalization. It seeks to help solve the county's employment problems by providing a permanent service resource to identify and assess employment needs and then provide educational programs to meet these needs. The program has developed an occupational skills survey, which was distributed to all major employers in Niagara County. Educational programs are currently being developed on the basis of survey results.

Methods: The program developed the Economic Consortium of Niagara County, composed of individuals from labor, business, industry, commerce, and education. The consortium has been and continues to be instrumental in carrying out a program of continuous assessment, educational programs, and reassessment. The consortium has been expanded to include representatives from other groups, agencies, and organizations as per target populations identified by the survey. Evaluations are taken of each educational program as well as a midyear community forum to discuss the economic situation and program activities.

Institutionalization, Spin Offs, Future Plans: The NCERV Program has already been instrumental in helping local chambers of commerce deal with companies contemplating relocation either into or out of Niagara County. Plans call for establishing the University-sponsored program as a permanent service by meeting with chambers of commerce, as well as seeking to identify and make application to other possible sources of funding. The consortium will be utilized to help seek local support and local business and industry will be asked to contribute to the extent of their involvement and participation in educational programs.

Materials Developed: The NCERV Program has developed the occupational skills survey, which is currently being refined for replication in 1980. The educational programs currently being developed respond to results from our first survey. The NCERV Program has been purposely designed so that it may be both continued in Niagara County and replicated in other areas having similar economic difficulties. The *Phase I Final Report* has been published and is available at Niagara University through the Office of Special Programs.

Project Director: Timothy C. Beach

Title NCERV Program Director

Department Office of Special Programs

Address Room 100, St. Vincent's Hall
Niagara University, NY 14109

Institution Niagara University

Title I HEA State Administrator Robert E. Williams, Regents of the University - NEW YORK

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Work Related Education Training Program for Sales Personnel

Project Duration: 7/1/78-6/30/79

Participants: Sales personnel

Number Served: 126

Project Summary: The purpose of the program is to provide educational opportunities to low-income salespersons, using learning approaches designed to bring success and satisfaction to educationally bypassed adults. The improved education of salespersons would provide better service to community residents who shop in the cooperating stores.

Methods: Courses offered in Business Communication, Urban Sociology and Retail Mathematics. These courses and experiences, which draw much of their content from the ongoing operation of cooperating stores, provide students with an understanding of retailing in relation to their present roles as well as roles to which they might aspire. Staff is comprised of college and store personnel in order to integrate theory and practice. Courses are held on Tuesdays, Wednesday evenings, and selected Sundays, covering a 10-week period.

Institutionalization, Spin Offs, Future Plans: Explore approaches to facilitate institutionalization of the program beyond the funding period: (a) explore the possibility with the Business Division of Medgar Evers College of offering this program for retail salespersons, with modifications made in present offerings for educationally bypassed adults learning patterns, for field face-to-face recruiting, and for flexible time modules, and (b) work with the retail industry toward establishing either a policy of tuition refund for employees or a program of scholarships for selected students.

Materials Developed: Curriculum materials were developed in the course offerings to provide the students with a comprehensive and broad experience base.

Project Director: George N. Lumsby

Title Project Director

Department Adult Continuing Education

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Medgar Evers College
1150 Carroll Street
Brooklyn, NY 11225

Institution Medgar Evers College

Title I HEA State Administrator Robert E. Williams, Regents of the University - NEW YORK

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: The Development of Skilled Personnel for Business and the Professions

Project Duration: 1977-78

Participants: Unemployed or underemployed adults

Number Served: 100

Project Summary: The project, designed by business and professional leaders in the Greater Newburgh and Southern Dutchess County area, assists the unemployed or underemployed lacking basic skills and specific office training for the clerical positions available, provides career exploration and goal identification for this clientele with the assistance of a career counsellor, and assists business and professional employers to obtain trained personnel. Professional, Retailing, Office, Business Essentials (PROBE) provides postsecondary education through a noncredit certificate program for office personnel. The program reaches a clientele not previously served in the mid-Hudson area. Participants secured employment, earned job advancement, and enrolled in degree-granting programs.

Methods: Four core courses and seven specialty courses (three in business and four in professional office skills) are offered each fall and spring. To obtain a certificate, a student must take four core courses and one specialty course. Specialty course instructors address each core class to assist the student in a career choice. The career counselor interviews the students to establish career needs, arranges internship in business and professional office settings, organizes miniworkshops, and acquaints students with resource agencies.

Institutionalization, Spin Offs, Future Plans: Mount Saint Mary College initiated PROBE in 1976 with a small group of business and professional leaders. Under this grant, the program has expanded. The PROBE Advisory council, representative of the community, supervises present course offerings and investigates future needs. A new specialty course for small business owners was introduced, and a seminar for the insurance industry was conducted resulting in two course offerings in insurance for late spring 1979. In spring 1979 seminars to identify needs in real estate and Stewart Airport Companies will be held. In 1979-80, seminars are planned for the trucking industry, human services employment, and Stewart Airport.

Materials Developed: PROBE Advisory Council Policies and Procedures, and materials for four core courses (Practical Psychology; Effective Communication - Written; Effective Communication - Oral; and Business Math and Bookkeeping), and seven specialty courses (Business: Retailing as a Career; Law Office; Optometric Office; Business - For Your Profit; Dental Office; Medical Office; and Business: Update and Review of Payroll Sales Tax and Federal and State Tax Laws

Project Director: Rev. J. A. McTigue

Title Director of Center for Community and Educational Services

Address
Mount Saint Mary College
Newburgh, NY 12550

Department Center for Community and Educational Services

Institution Mount Saint Mary College

Title I HEA State Administrator Robert E. Williams, Regents of the University - NEW YORK

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Education and Retraining Program for High School and Elementary School Coaches

Project Duration: 1 Year

Participants: Elementary and high school coaches, parents, students, and community groups

Number Served: 700-1,000

Project Summary: The purpose of the program was to retrain athletic coaches and trainers in methods to better serve the student/athlete as a total person. The particular point of emphasis focused on the area of sports injuries and better student preparation to minimize these injuries. The program reached a clientele that had not formerly been involved in the development of uniform, consistent training and preparation techniques for the student/athlete.

Methods: Workshops and seminars were provided for coaches, trainers, and any interested persons. Perspectives presented in the workshops and seminars came from physicians, physical and psycho-motor trainers, representatives from parent/teacher groups, and private industry. Meetings and hands-on sessions in wrapping and taping were held with a wide range of college, high school, and community persons present.

Institutionalization, Spin Offs, Future Plans: (1) Encouragement of local workshops and hands-on learning session. (2) Organization of classes in these techniques through the Chicago Board of Education. (3) Organization of classes in conjunction with the Chicago Teachers Union. (4) Development of a Trainer Corps to keep abreast of new training trends and methods to incorporate them into common practice as they develop.

Materials Developed: The Survey of Injury Awareness
(coaches' survey)

Project Director: Larry Hawkins

Title Director

Department Sports Medicine

Address 1900 W. Van Buren
Chicago, IL 60612

Institution Malcolm X College

Title I HEA State Administrator Jacob Jennings, Jr., Board of Higher Education - ILLINOIS

Project Title: Training Unemployed and Underemployed Franco-Americans as Geriatric Aides

Project Duration: 9/1/74-1/31/75

Participants:

Number Served: 21

Project Summary: A program (1) to train 25 unemployed minority group members by training them as geriatric aides, (2) to upgrade the geriatric skills of 14 nutrition aides and 13 homemaker aides, (3) to improve the care of the aging by providing geriatric aides who have developed understanding of and empathy with the psychological and physical problems of the aging.

Methods: Classes and workshops with group interaction films, role playing, lectures, on site visits to nursing homes.

Institutionalization, Spin Offs, Future Plans: The grant enabled the university to provide access to its educational resources for a nontraditional, minority student group. New lines of communication were developed between the university and public and private nursing homes, hospitals, and agencies involved in geriatric care.

Materials Developed: Curriculum materials for training nontraditional, minority students in the form of course syllabi and audio/visual materials.

Project Director: Barbara K. Spath (no longer with the University of Maine at Fort Kent)

Title Director of Testing and Counseling

Department Counseling and Testing

Address Pleasant Street, Fort Kent,
ME 04743

Institution University of Maine at Fort Kent

Title I HEA State Administrator Roberta S. Worrick, University of Maine - MAINE

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Academic Field Services Program

Project Duration: 8/1/77-6/30/78

Participants: Adult employees of Economic Opportunities Development Corporation (EODC)

Number Served: 56

Project Summary: The purpose of the project was to identify 60 adults responsible for solving community problems through the social service delivery system of the Community Action Agency of Bexar County, Texas, who would attend college classes at Our Lady of the Lake University. Sixty % of the participants were expected to increase their proficiency as community service workers by raising their average by one point on the EODC Personnel Performance Evaluation scale; 60% were expected to clearly define a degree program and be matriculated into OLLU by December 31, 1977; 10% were expected to be promoted into more responsible positions by February 15, 1978; and 50% were expected to increase their language proficiency in order to better meet the needs of the bilingual aspects of social service delivery within Bexar County.

Methods: Fifty-six adult employees of the EODC participated in this program for 10 months, taking from 3 to 18 college hours in classes located at the OLLU campus after working hours. These courses in sociology, psychology, and communications or related fields were designed to emphasize principles and skills which relate specifically to social service delivery. Each course of three credit hours met three times per week, for two and one-half hours per meeting for six week.

Institutionalization, Spin Offs, Future Plans: In the fall of 1977, OLLU and EODC reached agreement on a proposal submitted by the Office of Continuing Education, OLLU, wherein OLLU made available undergraduate and graduate instruction to adults recruited by EODC and approved by the university for participation in a joint Project for University Education Development Opportunities. The program has been renegotiated for the 1978-1979 school year.

Materials Developed: None

Project Director: Dr. Antonio Rigual

Title Assistant Dean

Department Special Programs

Address
411 S.W. 24th Street
San Antonio, TX 78285

Institution Our Lady of the Lake University

Title I HEA State Administrator Wilbur W. Hurt, Coordinating Board - TEXAS

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Resolution Groups for Parent-Adolescent Conflicts

Project Duration: 8/1/77-6/30/78

Participants: Counselors from community agencies serving adolescents and/or parents

Number Served: 22

Project Summary: The project was designed to train counselors from area agencies in Black Hawk County in group counseling methods and techniques suitable for use with adolescent or parent groups. In general, the agencies are more aware of the advantages of group approaches and are pursuing the possibility with much more vigor than before. Counselors who remained active throughout the entire program objectively evaluated the program's effectiveness in assisting them in developing skills as group facilitators.

Methods: Four two-hour workshops were conducted jointly by four counselors experienced in group approaches. These workshops were conducted over a two-week period as an initial training and orientation phase of the project. Following the four workshops in September, eight two-hour monthly training sessions were conducted. The focus of these training sessions was on problems in initiating and maintaining adolescent or parent groups, specific techniques that might be used to handle specific situations, and discussion and feedback with area counselors regarding specific or general problems associated with conducting the groups.

Institutionalization, Spin Offs, Future Plans: An unexpected spin-off involved another grant being prepared by the institution to train teachers in parenting skills. Planners were able to utilize the counsel of the project director relative to problems and other experiences encountered in the present project. At one particular agency (Cedar Falls Department of Human Development) plans are being made to extend the groups approaches from high school age participants to junior high school age participants. Two other agencies plan to bring in external consultants to assist them further in initiating groups.

Materials Developed: There are no specific project materials or films produced for or by the project. However, handouts on ways of establishing groups and maintaining them and other information on group approaches were distributed at several of the sessions. Specific books on group approaches were recommended to each of the agency directors.

Project Director: John W. Somervill

Title Associate Professor

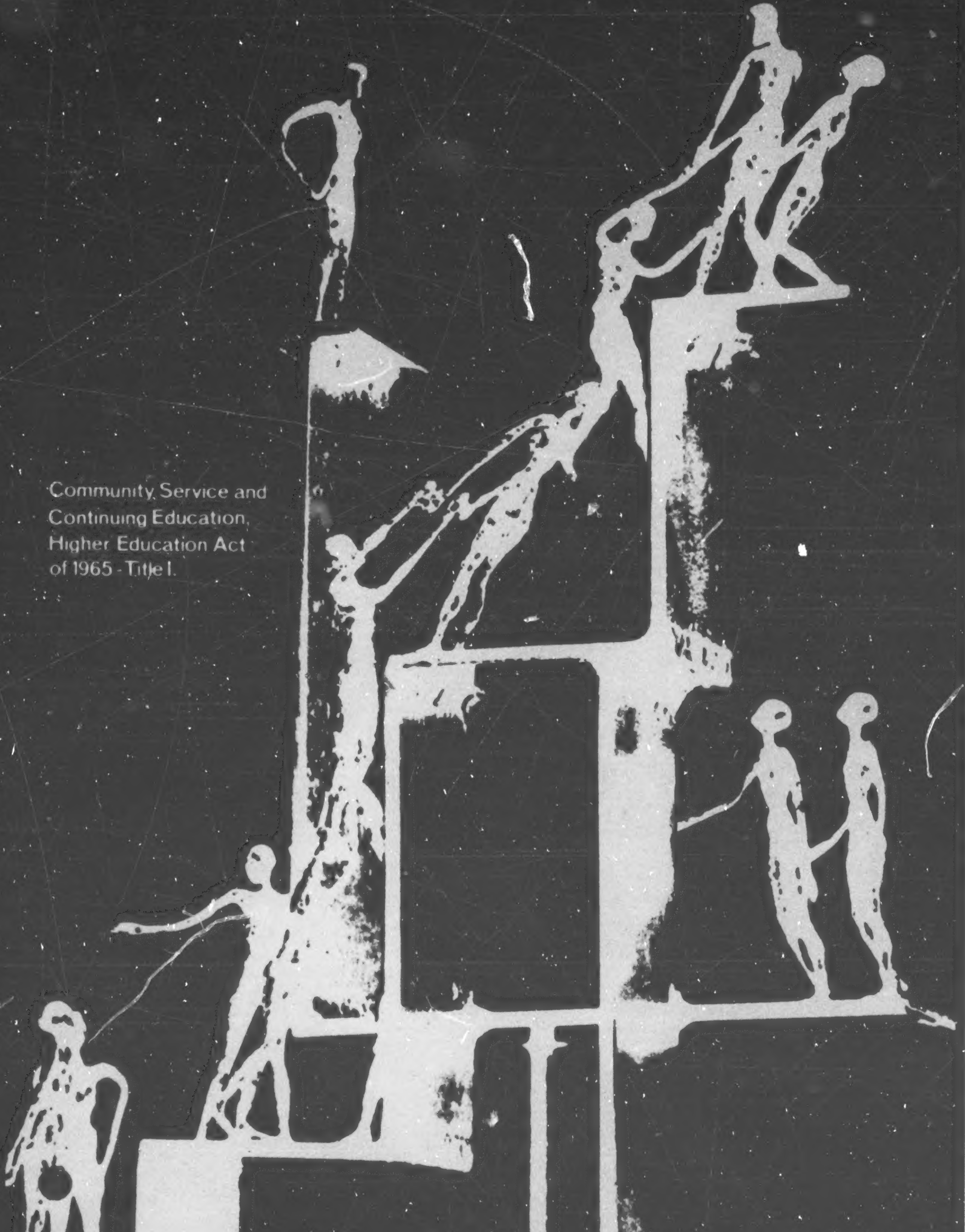
Department Psychology

Address
University of Northern Iowa
Cedar Falls, IA 50613

Institution University of Northern Iowa

Title I HEA State Administrator Dr. Robert F. Ray, Division of Continuing Education - IOWA

Community Service and
Continuing Education,
Higher Education Act
of 1965 - Title I.



HOUSING

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Assisting People and Communities in Transition

Project Duration: 6/1/77-8/31/78

Participants: Homeowners, builders, realtors, adults in transition, and senior citizens

Number Served: 1,779

Project Summary: There were three components in this comprehensive project: (1) home energy conservation; (2) counseling, self-help workshops, and training programs for adults facing change of life patterns; and (3) planning and initiation of a state program of "Elderhostel." The energy conservation component consisted of courses for the homeowner on "do-it-yourself" home improvement for energy conservation and a training program for builders, realtors, and others associated with home construction to develop skills and attitudes related to energy efficiency. The program for adults in transition consisted of courses entitled Adult Performance Level, Separation and Divorce, The Working Woman, Homemaker Training, and Facing Life's Crises. Interpersonal communications workshops were conducted in several locations. Fairmont State College served as the state coordinating office for participation in the national program "Elderhostel." Five other institutions of higher education in the state participated in the project, which offered a total of 13 week-long, specially developed, noncredit residency programs for senior citizens.

Methods:

Institutionalization, Spin Offs, Future Plans: The energy conservation workshops have been continued with other federal funding. The training program for home builders resulted in the development of a course, Hillside Housing, which has received additional Title I-HEA support. The Elderhostel program will be continuing with partial support from Title I in 1979 and with participant fees thereafter.

Materials Developed: Course curricula were developed for the energy conservation courses. A residential construction energy rating scale was developed by participants in the Housing Energy Conservation course.

Project Director: Dr. Robert Bauer

Title Associate Professor

Department Psychology

Address Fairmont, WV 26554

Institution Fairmont State College

Title I HEA State Administrator Joyce W. Daniels, State Board of Regents - WEST VIRGINIA

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Home Life Advisory Program **Project Duration:** 7/1/77-6/30/78

Participants: Target area residents **Number Served:** 21

Project Summary: The purpose of the program was to train target area residents to work with Dallas Housing Authority as "Bottero" persons. A "Bottero" person emplyed by DHA was to secure general information about schools, churches, social agencies, etc. for new area residents as well as make referrals to other sources of assistance.

Methods: Classes were conducted in home management, health, communication, and financial management. These courses were taught in each of the four public housing areas on an eight-week rotating basis. Each instructor taught his specific course in one area for eight weeks. Upon completion of the eight-week period, each instructor moved to the next housing area and repeated the program. At the completion of 32 weeks, each instructor had served all four project areas with the same information.

Institutionalization, Spin Offs, Future Plans: The rapport developed by the director allowed for inquiries by the community to develop new and identifiable occupations that would be offered to the entire area. In answer to the various inquiries, the jobs, education, and basic skills program was developed and classes are now being conducted with a higher degree of success than experienced in the former program.

Materials Developed: Publications and curriculum materials documenting the methodologies used in training area residents. Curriculum materials appropriate to the target area are available in the areas of health, communication, financial management, and home management.

Project Director: Glenden Bagley

Title Director *Department* Special Projects

Address 4849 W. Illinois Ave.
Dallas, TX 75211
Institution Mountain View College

Title I HEA State Administrator Wilbur W. Hurt, College and University System - TEXAS

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Neighborhood and Urban Housing Workshop **Project Duration:** 4/77-6/78

Participants: Cleveland, East Cleveland and Cleveland Heights, Ohio, neighborhood workers **Number Served:** 90

Project Summary: The objective of the project was developing an educational program for the revitalization of city neighborhoods, such providing a forum within which neighborhood workers could increase their knowledge and skills for more effective community efforts, especially in the use of reinvestments in neighborhood housing.

Methods: Ten workshops were held for 90 representatives of neighborhood organizations covering the following topics: the basics of past neighborhood revitalization activities in Cleveland, organizing at the Cleveland residential areas, and development tools and strategies.

Institutionalization, Spin Offs, Future Plans: A Mayor's Commission on Neighborhoods was appointed in 1977 to represent neighborhood interests. Several new coalitions were formed as a result of this project. A number of one or two-day workshops were started by the College of Urban Affairs at Cleveland State University on related topics.

Materials Developed: A manual on Cleveland neighborhood revitalization projects is available for distribution.

Project Director: Karl Bonutti

Title	Professor of Economics	*Department*	Dept. of Economics
Address	Cleveland, OH 44115	*Institution*	Cleveland State University

Title I HEA State Administrator Marlene Rushay, Board of Regents - OHIO

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: A Cooperative for Self-Help Housing Rehabilitation

Project Duration: 6/1/77-8/31/79

Participants: Greenlake community residents

Number Served: 130 (1st year)

Project Summary: The purpose of this project was to organize and develop to a self-sustaining condition a cooperative for self-help housing repair and rehabilitation. The cooperative is now enabling the homeowners in the Greenlake community to mutually gain housing repair skills and to assist each other in rehabilitation and repair of their homes.

Methods: The cooperative operates via an educational component and a labor exchange. The educational component consists of a program of specific technical instruction via workshops and "hands on" experimental learning. The labor exchange is a system whereby the members of the coop are exchanging skilled work on each other's homes.

Institutionalization, Spin Offs, Future Plans: At the end of the first year, the City of Seattle Department of Community Development was so pleased with the results that they added $15,000 Block Grant funds to the project for staffing plus a weatherization specialist to assist in energy audits, etc. The university, during the second year of Title I funding, is developing educational tools to help train the members. The coop also expanded in size to include several north-end neighborhoods.

Materials Developed:

17-minute videotape on the coop produced by KOMO/4 *People Place* show
A slide-tape on procedures for developing a coop

Project Director: Dr. James Wise

Title Professor of Architecture

Department Architecture and Urban Planning

Address
Gould Hall
University of Washington
Seattle, WA

Institution University of Washington

Title I HEA State Administrator Doris Coates, Office of Governor - WASHINGTON

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Community Services Project

Project Duration: 6/1/77-5/31/78

Participants: Housing managers, senior citizens, and general public

Number Served: 970

Project Summary: This project had two components: providing a HUD-approved certification training program for managers of subsidized housing complexes in Southern West Virginia, and focusing on energy education and assistance. The energy component provided direct assistance to disadvantaged home owners in conducting home energy audits, with follow-up weatherization assistance provided by local community action agencies. An energy conservation workshop series, distribution of printed materials, and production of public service announcements for use by radio stations throughout the state completed the program.

Methods: The housing managers training programs, which was developed with the assistance of the National Center for Housing Management, was a one-week intense training course. Six energy conservation workshop programs were presented to senior citizens and other organizations. Two hundred radio spots called Conservation Alerts were produced and distributed to 40 radio stations. Printed materials, gathered from free sources, were distributed to senior citizens' centers and other places. College students participating in the University Year for Action Program conducted these activities. Workshops of 1-2 hours and 4-8 sessions per subject area were conducted by CSU staff. They were intended primarily for senior citizens in the three communities. Media representatives were invited.

Institutionalization, Spin Offs, Future Plans: Because of the technical expertise of the college's faculty and students, a high interest in energy conservation education has evolved. Additional outreach programs are continuing with funding from Title 1-HEA and other sources. The Physical Education Dept. developed skill in involving the elderly in physical activity during the antivictimization workshop. The involvement of Allied Health and Nursing with the other departments provided a framework for the development of a gerontology sequence as a curriculum innovation.

Materials Developed: "Conservation Alerts"--200 public service announcement containing consumer tips for energy conservation. Slide series on energy topics: "Fossil Fuels," "Looking to the Sun," "The Nuclear Connection," "Utilities," and "Energy: An Overview."

Project Director: For information contact Dr. John P. David

Title Chairperson

Department Division of Social Sciences

Address Montgomery, WV 25136

Institution W. Va. Institute of Technology

Title I HEA State Administrator Joyce W. Daniels, Board of Regents - WEST VIRGINIA

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Project Ahead

Project Duration: 6/1/77-8/31/78

Participants: Community service agencies, homeowners and small-business owners, low-income-housing tenants, and general public

Number Served: 2,972

Project Summary: This project focused on community problems of housing and energy conservation and the educational needs of adults in transition. Housing specialists of community action and welfare agencies were trained in housing repairs and maintenance. The energy component consisted of special training programs for community agency specialists, seminars for building maintenance supervisors, small-business owners, and elderly homeowners, and a short course on solar energy for the general public. The personal and career development program consisted of personal-assessment testing and interviewing for unemployed or underemployed tenants of housing projects, special training programs for individuals identified through testing, and personal crisis workshops for the general public.

Methods: Most activities were initiated with the cooperation and assistance of community action agencies, county welfare departments, and the Charleston Housing Authority. The housing and energy components provided CEU courses and workshops. The project director, assisted by graduate students, conducted personal assessment testing for approximately 200 tenants of low-income housing. This was followed by courses and workshops that resulted in new employment or promotions for 39 persons. Thirty-four persons were enrolled in college as a result of the program.

Institutionalization, Spin Offs, Future Plans: This project is continuing and is being expanded with a second year's grant from Title 1, HEA. The Charleston Housing Authority is providing tuition for 20 tenants registered in college as a result of this project.

Materials Developed: Ten videotape programs on topic related to energy, housing, and personal development were produced for use on local cable television.

Project Director: Mrs. Rebecca Hamilton

Title Staff Associate

Address West Virginia State College
Institute, WV 25112

Department Office of Continuing Education and Community Service

Institution West Virginia State College

Title I HEA State Administrator Joyce W. Daniels, Board of Regents - WEST VIRGINIA

Community Service and
Continuing Education,
Higher Education Act
of 1965 - Title I.

TRANSPORTATION

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Social Service Transportation

Project Duration: 1977-78

Participants: Transportation providers and planners

Number Served: 250

Project Summary: The purposes of the project were to (1) determine the present status, coverage, and capabilities of Texas social service agencies' transportation services; (2) plan integration of various state agencies' transportation services into a cooperative system; (3) produce instructional materials to facilitate the transfer of transportation management, planning, economics, and operations information; and (4) develop and execute conferences/workshops on transportation management and systems.

Methods: The Council for Advanced Transportation Studies conducted an assessment of the information and skills deficiencies in transportation management among various state agency transportation officers. The data obtained were utilized to design curriculum packets used as textbooks in a five-day short course and two-day follow-up on social service transportation planning and management, and as reference handbooks for on-the-job situations. The Council also cosponsored a three-day conference on Coordinating Mobility Programs for the Transportation Disadvantaged, bringing together mobility program persons from 22 states to define the current barriers to mobility programs and to help clarify the available alternatives and the conditions which need to be met to plan, implement and operate a coordinated mobility program.

Institutionalization, Spin Offs, Future Plans: As a result of the project's Conference on Coordination of Mobility Programs for the Transportation Disadvantaged and other project-related activities, the Texas Resource Advisory Group on Human Services Transportation has been organized. It is comprised of 12 state agencies involved in Human Services Transportation. In addition, a second conference on Mobility Programs for the Transportation Disadvantaged has been held and further training activities are planned.

Materials Developed: The proceedings from the Conference on Coordination of Mobility Programs for the Transportation Disadvantaged have been published by the U.S. Department of Transportation. A variety of instructional materials on differing aspects of human services transportation were also developed for use by agency transportation officers.

Project Director: C. Michael Walton, Ph.D.

Title Associate Professor

Department Civil Engineering

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Austin, TX 78712

Institution
University of Texas at Austin

370

Title I HEA State Administrator Wilbur W. Hurt, College & University System - TEXAS

Community Service & Continuing Education A Higher Education Act, Title I Program Abstract

Project Title: An Informational and Educational Process Relating to the Financing and Management of Local Transportation Needs

Project Duration: 1977-78

Participants: Local government officials and administrators

Number Served: 600

Project Summary: The purpose of the project was (1) to develop a "how-to" handbook to be used by local government officials and administrators in transportation planning; and (2) to conduct three seminars throughout the state for the purpose of introducing explaining the publication to local government personnel. The handbook details all procedures utilized from the establishment of transportation systems through the financing and management of the systems. The publication also includes the names, addresses, phone numbers, and positions of all officials within the commonwealth so that local government personnel may contact the officials directly.

Methods: The Center for Public Affairs was responsible for the final publication, but valuable input and advice during the research stage was provided by the Kentucky Department of Transportation, Kentucky Department for Local Government, fifteen area development districts, and local government officials. An advisory committee, consisting of personnel who would use the publication, provided guidance throughout the project. The publications were either distributed at the seminars or mailed to local government officials and administrators.

Institutionalization, Spin Offs, Future Plans: The Center for Public Affairs provides technical and research assistance to Kentucky's local governments on a continuing basis. This project allowed the center to provide a research activity which will benefit all local government organizations. Also, the center plans to complete one "how-to" publication per year--the transportation project was first. Presently we are working on a housing project, with additional activities planned for future years.

Materials Developed: A "how-to" publication to be used by local government personnel in transportation planning.

Project Director: Dr. Merlin M. Hackbart

Title Director

Address 409 Commerce Building
Lexington, KY 40506

Department Center for Public Affairs

Institution University of Kentucky

Title I HEA State Administrator Dale Chapman, University of Kentucky - KENTUCKY

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: An Informational and Educational Process Relating to the Financing and Management of Local Transportation Needs

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Materials Developed: A "how-to" publication to be used by local government personnel in transportation planning.

Project Director: Dr. Merlin M. Hackbart

Title Director

Department Center for Public Affairs

Address
409 Commerce Building
Lexington, KY 40506

Institution University of Kentucky

Title I HEA State Administrator Dale Chapman, University of Kentucky - KENTUCKY

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Community Service and Seminars in Public Transportation in the Bluegrass Area Development District

Project Duration: 1977-78

Participants: Community leaders

Number Served: 374

Project Summary: In order to develop a better understanding of public transportation problems and provide public input for the regional public transportation program, a cooperative university-area development district educational program was developed. This program involved (1) personal interviews with community officials, human service agencies, transportation providers, etc.; (2) four community forums; (3) three regional conferences; and (4) an audio-slide presentation which is given to civic associations and other interested groups.

Methods: A steering committee was formed of representatives of both universities, the ADD district, the state DOT, and the human resources agency to plan and coordinate activities. In each four target communities, 60-75 individuals were invited to the forums from such organizations as human service agencies, churches, and citizen and civic groups. Extensive university and area development district mailing lists publicized three regional conferences. A variety of individual and panel presentations, discussions, and questioning periods were utilized by the forums and conferences. Participants at each session filled out an opinion survey for the regional study and an evaluation form.

Institutionalization, Spin Offs, Future Plans: A subcommittee on public transportation of the BGADD was formed. The development district completed and began to implement the regional plan. One of the four communities is actively seeking ways to expand its public transportation service. The project has intensified the interest and commitment of the university participants in several related areas including transportation problems of patients at the regional medical center, van-pool opportunities, and in-depth research of rural transportation problems.

Materials Developed:

Handout descriptions of relevant state and federal programs
Overhead projector slides of data
Audio-slide show of public transportation issues in central Kentucky which visualizes and dramatizes the problems and opportunities for public transporta- in small communities

Project Director: David Blythe

Title Dean of Continuing Education
Department of Engineering

Address University of Kentucky
Lexington, KY

Department Political Science Department

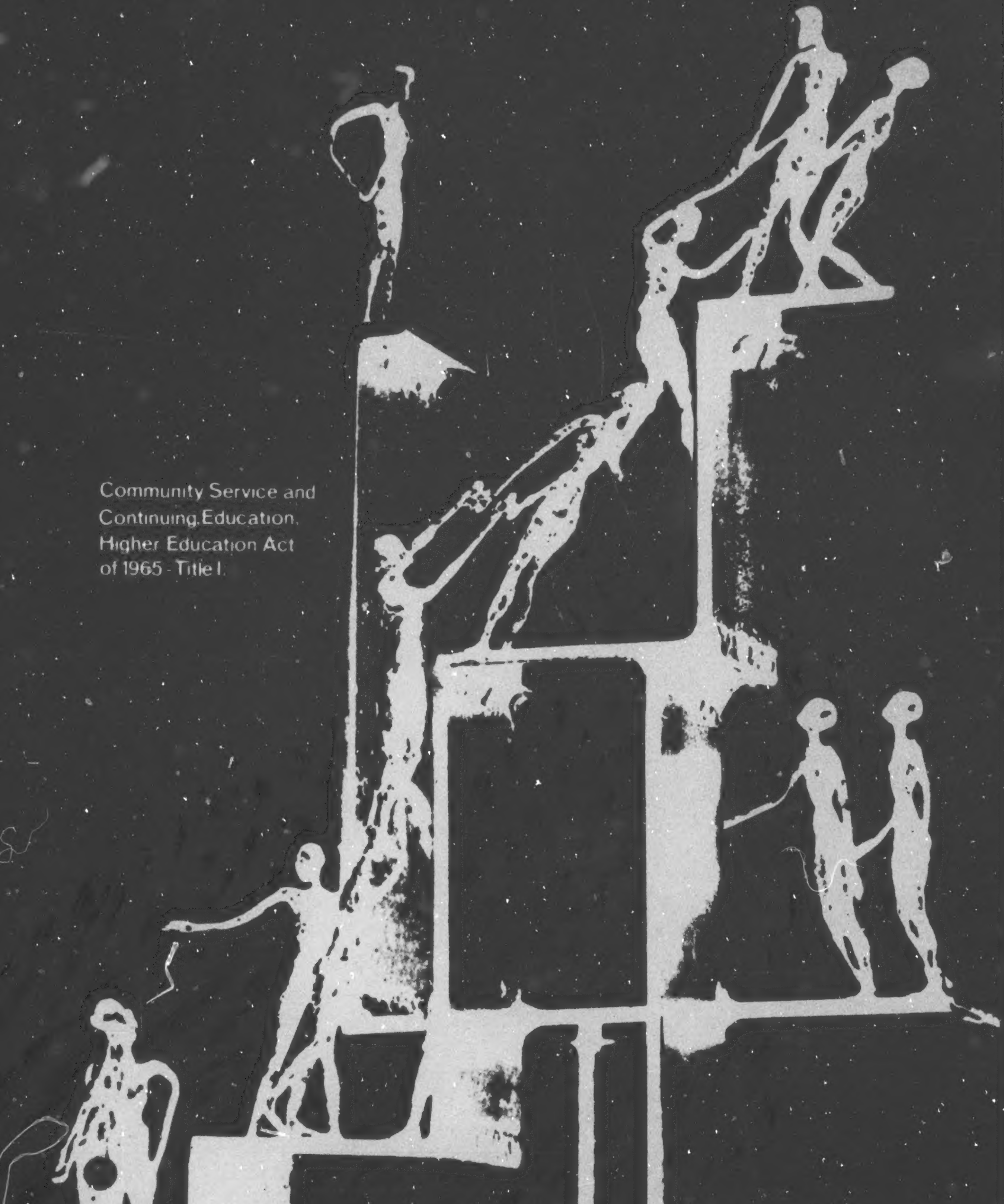
Institution Eastern Kentucky University
Richmond, KY

Title I HEA State Administrator Dale Chapman, University of Kentucky - KENTUCKY

Section IV
Community Development

CITIZEN PARTICIPATION

Community Service and
Continuing Education,
Higher Education Act
of 1965 - Title I.



Project Title: Institute for Community Leadership Development

Project Duration: 4/15/77-5/15/78

Participants: Leaders and potential leaders in the Urban Jackson area

Number Served: 110

Project Summary: The project was designed to identify specific leaders and potential leaders who could profit by interacting with professors and citizens about identifiable community problems and resource personnel; to provide graduate level instruction for those elected, appointed, or volunteered, and to conduct an indepth training session on crisis training.

Methods: The project was a seminar-workshop lasting three hours nightly from July 5 - August 1, on Monday, Tuesday, Wednesday and Thursday nights. Community leaders and college professors led the seminars.

Institutionalization, Spin Offs, Future Plans: This project is an annual affair at Jackson State University and will continue under Title IA funding.

Materials Developed: None

Project Director Dr. Oscar Allen Rogers, Jr.

Title Dean

Department Graduate School

Address Jackson State University
Jackson, Mississippi 39217

Institution Jackson State University

Title I HEA State Administrator Dr. Thomas C. Meredith, Board of Trustees of State Institutions of Higher Learning - MISSISSIPPI

Community Service & Continuing Education

78-124-016

A Higher Education Act, Title I Program Abstract

Project Title: A Consortium for Fostering Public Involvement in Growth Management

Project Duration: 7/1/78 - 6/30/79

Participants: Citizen-interest groups, private sector interests, key governmental agencies, citizens-at-large

Number Served: 1500

Project Summary: The purpose of the proposed consortium between Florida Atlantic University/Florida International University Joint Center for Environmental and Urban Problems, Hillsborough Community College, and Daytona Beach Community College, with the Joint Center in the lead role, is to address citizen alienation from government by providing viable mechanisms for the promotion of meaningful public participation and implementation of a resource sharing mechanism for all agencies and institutions involved in growth management.

Methods: Stage I, Consortium Planning, focuses on the preparation of an Administrative Procedures Guide, instructional orientation of the community colleges, and newsletter and workshop planning activities. Stafe II, Program Implementation, will focus on the preparation of handbook supplements, publication of newsletters, and the initiation of a legislative workshop series. Stage III, Evaluation and Transfer, will be devoted to the evaluation of this venture, assessing the resource sharing framework, and the formalization of the developed program materials.

Institutionalization, Spin Offs, Future Plans: It is hoped that this model will sufficiently control for geographic disparities and the varying group approaches in the growth management process. The model will be made available to any and all interested citizen groups and governmental units to assist them in their efforts to foster public involvement.

Materials Developed:

Monthly newsletters
Supplements to the Joint Center's Title I handbook for public involvement in growth management
Standardized transfer model
Administrative Procedures Guide
Curriculum used in workshops

Project Director: Deborah E. Athos

Title Consortium Director

Department

Address 1515 W. Commercial Boulevard
Fort Lauderdale, Florida 33309

Institution FAU-FIU Joint Center for Environmental and Urban Problems

Telephone 305/776-1430

Title I HEA State Administrator

Community Service & Continuing Education

78-184-017

A Higher Education Act, Title I Program Abstract

Project Title: A Consortium for Fostering Public Involvement in Growth Management

Project Duration: 7/1/78 - 6/30/79

Participants: Citizen-interest groups, private sector interests, key governmental agencies, citizens-at-large

Number Served: 1500

Project Summary: The proposed consortium with Florida Atlantic University and Daytona Beach Community College will address several specific needs. First, the problem of citizen alienation from governmental processes will be addressed by providing viable mechanisms for the promotion of meaningful public participation. Second, the bodel will demonstrate that resource sharing among the state's educational institutions is a viable approach to the problem solving mechanisms the consortium is interested in fostering.

Methods: Specific activities undertaken will include information gathering for a regional supplement to the Center's citizen participation handbook, publication of the monthly growth management newsletter, and implementation of a workshop series addressing participation in legislated growth management processes. The center will also be involved in the formal assessment of the effectiveness of this resource sharing effort, preparation of the regional handbook supplements, and the development of a standardized program transfer model to explicate the replication of the consortium at the desired times and places.

Institutionalization, Spin Offs, Future Plans: It is hoped that this model will sufficiently control for geographical disparities and the varying group approaches in the growth management process. The model will be made available to any and all interested citizen groups and governmental untis to assist them in their efforts to foster public involvement.

Materials Developed:
- Growth management handbook
- Monthly newsletter
- Standardized transfer model
- Tampa Bay regional handbook
- Supplement for public involvement in growth management
- Curriculum used in workshops

Project Director: Plano B. Valdes

Title Regional Director

Department Evening, Extension, and Weekend Programs

Address P. O. Box 22127
Tampa, Flroida 33622

Institution Hillsborough Community College

Telephone 813/879-7222

Title I HEA State Administrator

Community Service & Continuing Education

78-159-018

A Higher Education Act, Title I Program Abstract

Project Title: A Consortium Approach for Fostering Pulbic Involvement in Growth Management

Project Duration: 7/1/78 - 6/30/79

Participants: Citizen-interest groups, private sector interests, key governmental agencies, citizens-at-large

Number Served: 500

Project Summary: The specific goals of the proposed consortium with the Florida Atlantic University-Florida International University Joint Center and Hillsborough Community College are twofold. The program is designed to increase the public's knowledge of growth management in order to increase their effectiveness in the decision-making process, and to promote cooperative interaction between local governments and their agencies, private interests, and citizens. This pilot program will be used to develop a standardized transfer model.

Methods: Specific activities deemed the responsibility of Daytona Beach Community College include the data gathering in the East Central regions of the state for the development of a regional supplement to the center's handbook on citizen participation, publication of a monthly growth management newsletter aimed at the East and Central aresa of Florida, and implementation of a series of workshops addressing the participation of individuals in legislated growth processes. The center will also be involved in the formal assessment of the effective this resource sharing, and in the development of a standardized program transfer model to simplify the replication of this consortium.

Institutionalization, Spin Offs, Future Plans: It is hoped that this model will sufficiently control for geographical disparities and the varying group approaches in the growth management process. The model will be made available to any and all interested citizen groups and governmental units to assist them in their efforts to foster public involvement.

Materials Developed:
- Regional supplements to the Joint Center's Title I handbook for public involvement in growth management
- Monthly newsletters
- Standardized transfer model
- Curriculum used in workshops

Project Director: Frank Casey

Title Director of Special Programs

Department Special Programs

Address P. O. Box 1111
Daytona Beach, Florida 32015

Institution Daytona Beach Community College

Telephone 904/255-8131 Ext. 523

Title I HEA State Administrator

Community Service & Continuing Education

78-185-020

A Higher Education Act, Title I Program Abstract

Project Title: Neighborhood Advisors

Project Duration: 1/20/78 - 12/31/79

Participants: Low income, adult minorities

Number Served: 500

Project Summary: A primary problem with the system of assistance to the poor, unemployed, and undereducated, has been the lack of trained personnel who are indigenous to a neighborhood to provide educational and social services. A second problem is the complexities of service delivery agencies. Very few of those in need have any clear idea of how to best elicit assistance from the system with the least amount of chaos.

Methods: This project intends to address the problems of the poor and minority communities through the development of a model program known as "Neighborhood Advisors." As part of this program, individuals will be recruited and trained in crisis intervention, parent-child education, communication skills, career/educational counseling and home financing. These individuals will assist their own communities to improve their access to available services. Other planned activities include the sponsoring of short-term, non-credit seminars, workshops, and courses on such timely topics as consumerism, water safety, and energy conservation.

Institutionalization, Spin Offs, Future Plans: This program will be documented in a manner suitable for replication in other parts of the state or nation. Community service professionals will continue to be involved in all facets of planning and implementation of this project. The purpose of such involvement is to model participatory problem solving processes in order to enhance the potential for transferring the identified processes to decision-making regarding community, needs, services, and programs.

Materials Developed:
Trainer's Guide
Curriculum used in seminars, workshops, and courses

Project Director: William M. Hooks

Title Dean, Open Campus

Department Open Campus Programs

Address Orlando, Florida 32802

Institution Valencia Community College

Telephone 305/299-5000

Title I HEA State Administrator

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Community Development Consortium for Leadership Development

Project Duration: 7/1/77-6/30/78

Participants: Community members of rural counties surrounding Alcorn State University

Number Served: 70

Project Summary: The objectives of this project were to teach the principles of leadership, to teach the role and importance of citizen participation in community development, to teach the principles of planning and implementing community development projects, and to teach the principles of developing a community's economic and human resources.

Methods: Seminar sessions, workshops and conference procedures are appropriate methods for teaching adults; therefore, lectures were kept to a minimum. Easy to read, explicit handouts and visuals were prepared and distributed. Also, films, filmstrips and slides were used to implement the instruction.

Institutionalization, Spin Offs, Future Plans: The Community Development Consortium will be continued with Title IA funding.

Materials Developed: None

Project Director Ms. Annie Taylor

Title

Department Title I and Research

Address Box 479
Lorman, Mississippi 39096

Institution Alcorn State University

Title I HEA State Administrator Dr. Thomas C. Meredith, Board of Trustees of State Institutions of Higher Learning - MISSISSIPPI

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: West Oakland Community Leadership Consortium **Project Duration:** 1976 -

Participants: Potential community leaders residing in the West Oakland area **Number Served:** 250

Project Summary: The project sought to address the problems relating to the underutilization of West Oakland residents as leaders in seeking solutions to pressing problems impinging both upon family and community life. Recognizing their potential, the consortium offered a program designed to provide the target group with the skills required to organize and meet the demands placed upon them by their community.

Methods: Three centers (for Community Organizers; Parent Education; and Senior Citizens) offered a total of fifteen 15-hour workshops focusing on respective areas of need. Teaching methodology centered on the need for target group members to develop leadership skills and to effectively promote community networking strategy. Participants played an active role in determining program content and structure as well.

Institutionalization, Spin Offs, Future Plans: A report has been compiled and is available describing project methodology and how it can be replicated in other communities.

Materials Developed:

Project Director: Sister Mary Ann Thatcher

Title Dean of the Graduate Division *Department* Graduate Division

Address 3500 Mountain Boulevard
Oakland, CA 94619

Institution Holy Names College

Title I HEA State Administrator

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Community Development Through Citizen Involvement

Project Duration: 1977-78

Participants: Low income minorities of the Sheldon neighborhood

Number Served: 350

Project Summary: The Sheldon neighborhood, an inner city area, suffers from a spectrum of urban problems including poor housing, high unemployment, and heavy outmigration. The proposed project centers on enabling citizens to become involved in the development of their own neighborhood by involving them in the community planning process, and by teaching them skills in housing rehabilitation, energy conservation, and other related areas. In the process of community development, employment skills will be enhanced.

Methods: The primary focus of this project is the formation of a community development plan. This proposed plan will be developed on a neighborhood level with the assistance of the people in the community. The purpose of the plan will be to work with the community in the identification of problems, analysis of data, and finally the formulation of programs to implement the plan. In the process of developing this community plan, several workshops will be organized so that neighborhood residents can acquire community development skills. These could include leadership training skills in group dynamics, housing development, and time management.

Institutionalization, Spin Offs, Future Plans: This program is a new activity built upon the foundation of Grand Valley State College's prior efforts in inner-city Grand Rapids. A key component of the project is directly involving area residents in designing a long range comprehensive community development plan. This plan will be the basis for future community development through the skills taught in areas such as home renovation and also the basis for citizen involvement with the planning and funding process of governmental development agencies.

Materials Developed: A sector plan will be developed providing data on the conditions of homes in the area, percentage of unemployment, outmigration, etc. These and other elements will be integrated in the long-range community development plan.

Project Director: Ronald Poitras

Title Professor

Address Allendale, MI 49401

Department William James College

Institution Grand Valley State Colleges

Title I HEA State Administrator Richard J. Smith, State Department of Education - MICHIGAN

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Promoting Citizen Participation in Local Government, Decision-Making and Policy Department

Project Duration: 1977-78

Participants: County local government officials

Number Served: 35

Project Summary: The objectives of the project were to assist local governments in identifying interested citizens who would volunteer their services; to instruct these citizens through seminars and the distribution of printed material about the laws, rules, and regulations in specific areas; and to encourage citizens to actively and vocally participate in policy and advisory groups, as well as appear at public hearings as required by law.

Methods:

1. Local government officials accompanied Gateway Area Development District staff members when they visited local communities. Local citizens were identified and encouraged to become members of ADD committees on transportation, industrial development, and manpower planning.
2. Officials met with committee members and assisted them in clarifying priorities.
3. Data and facts were collected, e.g., transportation survey, and presented to the committee.
4. A brochure was printed, prioritizing objectives and goals.
5. Seminars were held for local government officials to inform them of the latest procedures in centralized purchasing.

Institutionalization, Spin Offs, Future Plans:

The grant permitted our faculty to meet with community leaders and learn first-hand problems faced by local governments. The grant provided funds to expand our library on local government. The grant provided funds so that the university could expand its service function to local governments. In the future, an excellent library will be maintained by the local government office for use by local government officials.

Materials Developed:

Publication of a transportation priorities study for the Gateway Area Development District

Data contributed to a much larger publication published by Gateway ADD and the State Department of Transportation

Project Director: Dr. Jack E. Bizzel

Title Head, Department of Government and Public Affairs

Address
Morehead State University
Morehead, KY 40351

Department Government and Public Affairs

Institution Morehead State University

Title I HEA State Administrator Dale Chapman, University of Kentucky - KENTUCKY

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Community Communications Through Public Access

Project Duration: 4/1/77-6/30/78

Participants: Any individuals or groups in the service area of the public access cable television station at Dayton, Ohio

Number Served: 275

Project Summary: Objectives of the project were to promote and train people to use the public access cable television channel in Dayton, Ohio, for the purposes of creating better public awareness of social and community problems and other matters of public concern.

Methods: All-day training sessions were held at least twice each month during the course of the project. Approximately 275 persons representing 40 different groups were trained to use video equipment. They were instructed in how to plan a program, use of graphics and other techniques to hold viewer interest, scripting continuity, and other generally accepted fundamentals of television production for the amateur.

Institutionalization, Spin Offs, Future Plans: Project personnel also filmed Dayton City Commission, PUCO, and Amtrak public meetings as well as other events of public interest to be shown on the public access cable channel. A viewing use poll revealed that a greater percentage of people in the Dayton area watched the cable station than generally holds true in other communities.

Materials Developed: None

Project Director: Roxie L. Cole

Title Executive Director,
Access Dayton

Address 1435 Cornell Drive
Dayton, OH 45406

Department

Institution Wilmington College

Title I HEA State Administrator Marlene Rushay, Board of Regents - OHIO

Project Title: Crossroads Community Development **Project Duration:** 7/77-9/78

Participants: Citizens and city government **Number Served:** 400

Project Summary: The purpose of the project was mobilizing citizens from all sectors of the Crossroads community, namely, homeowners, merchants, and apartment dwellers, into three task forces: land use, parks and recreation, and human resources. These task forces address a number of critical community problems including congestion, negative impacts of continued growth, juvenile delinquency, lack of parks and open space, and lack of social service programs.

Methods:

- A two-day group process workshop for task force members
- A short course on organization and functions of local government
- Technical assistance in site-planning process for youth center
- Needs assessments
- Public meetings

Institutionalization, Spin Offs, Future Plans: The City of Bellevue picked up the project activities with support from Community Development Block Grant funds.

Materials Developed:

Project Director: Daniel Shannon

Title Director

Address
316 Lewis Hall, DW-20
University of Washington
Seattle, WA 98195

Department Division of Community and Organization Development

Institution University of Washington

Title I HEA State Administrator Doris Coates, Office of Governor - WASHINGTON

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Community Development Planning Project **Project Duration:** 6/77-9/78

Participants: Citizens and city government **Number Served:**

Project Summary: The purpose of the project was assisting the Wallingford and Capitol Hill Community Councils to become important political influences on many governmental and private development activities within their neighborhoods through long-range planning and problem research.

Methods:

- Training programs for community volunteers
- Issue-oriented workshops for residents of the neighborhoods
- Student support staff to the community councils
- Surveys of housing and planning needs
- Data analysis

Institutionalization, Spin Offs, Future Plans: The project is in its second year of operation, concentrating on the growth and economic problems on southwest Capitol Hill, an urban neighborhood in the central city.

Materials Developed:

Project Director: Dr. Linda Fitzpatrick

Title Lecturer

Department Institute of Public Service

Address
Seattle University
Seattle, WA 98122

Institution Seattle University

Title I HEA State Administrator Doris Coates, Office of Governor - WASHINGTON

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Citizen and Decision Maker's Competency and Involvement Program

Project Duration: 6/1/76-9/30/78

Participants: Citizens and local government officials

Number Served: 4000

Project Summary: The purpose of this project was increasing the competency of both citizens and decision makers and the involvement of all groups of citizens. Elected and appointed officials from city councils, school boards, planning commissions, parent-teacher associations, irrigation districts, and similar bodies learned basic parliamentary skills, public relations, and interpersonal relations. By contribution to basic knowledge and procedured skills, citizens began to be able to be heard and provide meaningful input.

Methods:

Training sessions were provided to all persons who filed for public office.
How to work with the media classes were taught.
City Council meetings were televised for replay on cable TV.
Citizenship classes were taught to migrants.
An every Friday noon telephone hook-up/workshop was conducted with the state legislature.

Institutionalization, Spin Offs, Future Plans:

The college institutionalized the citizenship classes.
The Chamber of Commerce will continue the "Moses Lake Connection" with the legislature during session.
The Arts Council was organized and stabilized.
The Farmer's Market will continue to operate during the summer.

Materials Developed:

Project Director: Brenda Teats

Title Political Science Instructor

Department

Address Big Bend College
Moses Lake, WA 98837

Institution Big Bend College

Title I HEA State Administrator Doris Coates, Office of Governor - WASHINGTON

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Leadership Training for Community Associations

Project Duration: 1977-79

Participants: Community leaders

Number Served: 132

Project Summary: The goal of this project was training community leaders in the Leeward/Central Oahu area in specific skills to make them more effective as community leaders.

Methods: Workshops in grantwriting, interpersonal communication, membership building, Delbecq process, conducting meetings, lobbying, publicity, parliamentary procedure, and newsletters.

Institutionalization, Spin Offs, Future Plans: The institution is in a better position to respond to requests from community organizations for training assistance. The Office of Special Programs and Community Services (OSPCS) has improved its capabilities in various ways: e.g., increased contact with trainers and their capabilities in leading workshops; increased familiarity with existing resource materials (OSPCS has compiled an excellent collection of over 200 booklets and pamphlets on a wide variety of leadership skill topics). The institution has achieved the capability of assisting other institutions in developing similar programs. (Maui Community College has asked for such assistance.)

Materials Developed: Booklet entitled *Community Leadership Skills: A List of Available Published Materials* describing resource materials collected by the project and how anyone may order material.

Project Director: John Moriyama

Title Title I Project Coordinator

Department Office of Special Programs and Community Services

Address
96-045 Ala Ike Street
Pearl City, HI 96782

Institution Leeward Community College

Title I HEA State Administrator Nils K. Ueki, State Postsecondary Education Commission - HAWAII

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Citizen Participation in Rural Community Development

Project Duration: 1977-78

Participants: Community leaders

Number Served: 261

Project Summary: The purpose of the program was to reduce citizen apathy and increase participation in public decision making in general and land use in particular. An important component of programming was the training of a small groups of citizens for participation in land use planning. The program reached a clientele that had not been previously involved in land use decision making, directly involved the participants in the discussions, and assisted local decision makers and citizen leaders in the identification of community goals, opportunities, and alternatives.

Methods: Seminars occurred monthly. Prior to each training session, participants were sent a letter explaining the topic and the names of the resource people who had been invited. Based on information gathered during participant interviews, the resource people were well briefed ahead on the makeup of the group, their expectations, and those of the project coordinator. The sessions began with informative presentations by the resource people. Time was set aside for small group discussion at each session. Sample questions were provided for each small group although they were free to discuss the questions they felt important. Following each session, a summary appeared in the local newspapers under a feature heading.

Institutionalization, Spin Offs, Future Plans: A major portion of the Institute's outreach activity is devoted to public outreach and involvement. The grant enabled the Institute to develop skills and expand the geographic scope of its outreach activities. A course on small group process is being designed to expand curriculum offerings at Northland College. In addition, several workshops have been designed as part of the continuing education component of the college. The Institute will continue to pursue public funding for public involvement programs through such organizations as Great Lakes Tomorrow, Upper Great Lakes Regional Commission, and the Great Lakes Inter-Tribal Council.

Materials Developed:

1. "Citizen Involvement in Rural Community Development," a three-year case study of training processes.
2. Training manual summary sheets:
   "Participation = Power"
   "Finding Out About Problems and Needs"
   "Getting Organized"
   "Meetings, Meetings, Meetings"
   "Getting to Work"
   "Problems and Pitfalls"
   "Getting the Information Out"
   "Follow-up and Evaluation"
   "Public Communications Services" brochure

Project Director: Marina Lachecki Herman

Title Community Services Specialist

Address Northland College
Ashland, WI 54806

Department Sigurd Olson Institute of Environmental Studies

Institution Northland College

Title I HEA State Administrator Lorna M. Miller, University of Wisconsin-Extension - WISCONSIN

Project Title: Community Development Workshop **Project Duration:** 1977-78

Participants: Community leaders, city councilpersons **Number Served:** 150

Project Summary: This workshop emphasized the development of local leadership in small- and medium-sized communities. It promoted community planning and the advantages of the mall concept for small communities.

Methods: Six instructors, with the help of several professional people, presented a two-day workshop to train community leaders in community development.

Institutionalization, Spin Offs, Future Plans: The workshop was an integral part of the continued service function of the NDHECCE's centralized role in the delivery of continuing education. Involvement in the planning of the Community Development Workshop included the NDHECCE, local business leaders, state and local government agencies (including Chambers of Commerce), and the personnel at Valley City State College directly responsible for the workshop.

(NDHECCE probably can be translated: North Dakota Higher Education Community Continuing Education)

Materials Developed: None

Project Director: Leo Reinbold

Title Associate Professor *Department* Social Science

Address Valley City, ND *Institution* Valley City State College

Title I HEA State Administrator Orlo A. Sundre, Board of Higher Education - NORTH DAKOTA

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Training Program for Citizen Planners **Project Duration:** Six months

Participants: Citizen planners **Number Served:** 85

Project Summary: A series of programs is designed to provide new knowledge and skills to the members of the local APDC, thereby assisting these appointed community leaders in their problem solving and planning responsibilities. The program will bring together various resource personnel with expertise in the area of economic development, planning, tax structure, and community development to assist the members in improving their leadership abilities.

Methods: Seminars or workshops will be conducted every two months. Each session will be led by a professional in a specific field. Participants will be involved in all phases of planning.

Institutionalization, Spin Offs, Future Plans: The college is committed to helping the community develop more positive leadership. We are able to involve our faculty with the participants to help them become more knowledgeable in the areas of concern.

Materials Developed:

Project Director: Gene B. Clark

Title Director of Continuing Education *Department* Continuing Education

Address Box 7, Mt. Berry, GA 30149 *Institution* Berry College

Title I HEA State Administrator George Brooks, Postsecondary Education Commission - GEORGIA

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Workshops for Georgia Citizen Planners

Project Duration: Five months

Participants: Citizen planners, local community officials, and area planning and development staffs

Number Served: 500

Project Summary: Through six workshops held throughout Georgia, citizen planners (as well as local government officials and area planning and development staff members) were updated on basic information related to planning, zoning, tax structures, and local government structure and organization.

Methods: Each program provided resource personnel with expertise on laws, taxes, government structure, and general planning and zoning. Presentations were made on each of these subjects, and were followed by audience/panel discussion groups.

Institutionalization, Spin Offs, Future Plans: These workshops are in their second year, and plans call for a third year of programs. The response has been extremely positive, as these practical workshops have addressed the needs of planning practitioners in a rapidly growing state.

Materials Developed:

1. "A Sample Development Review Checklist"
   a guide to reviewing proposals of development.
2. "A Model Zoning Format for Georgia Communities"
   a guide to zoning for local communities.

Project Director: Richard A. Hudson

Title Public Service Assistant

Department Program Development

Address
231 Georgia Center for
Continuing Education, University of Georgia
Athens, GA 30602

Institution
Georgia Center for
Continuing Education
University of Georgia

Title I HEA State Administrator George Brooks, Postsecondary Education Commission - GEORGIA

Project Title: Postsecondary Instructional Television Project

Project Duration: 7/1/78-6/30/79

Participants: 21 agencies and institutions

Number Served: Primary: 30-40
Secondary: 2 million

Project Summary: There is a pervasive lack of awareness on the part of most agencies and institutions which currently utilize instructional TV as to their program resources. As a result, their use of the medium is limited, unreasonably expensive, and in some cases, ineffective. A Title I grant was awarded to KAET-TV in order to structure a framework for solution and to initiate action. In November, 1978, 21 cooperating agencies (representing a wide diversification of size, function, and geographic locales) met as consortium and accepted the challenge to create a resource materials sharing plan based on interinstitutional collaboration.

Methods: During 1978 agencies across the state utilizing ITV were informed of and invited into this project. Twenty-one responded, representing a clientele of well over 2 million persons. An expert consultant was contracted to facilitate the assessment of needs and common purposes of these agencies. They met as a whole in November and unanimously committed themselves to establishing a continuing consortium.

Institutionalization, Spin Offs, Future Plans: The sky seems the limit at the moment. Immediate priorities include securing refunding so that the consortium might publish a resource catalog, investigate hardware and software acquisition, design and implement distribution systems, consider computer and satellite utilization, check into hooking up with other western consortiums.

Materials Developed: The Phoenix Public Libraries, Arizona State University, and the state Department of Education are in the midst of a joint project. Pinal Community College and Maricopa County Community College District have jointly purchased rights for a postsecondary ITV course. Others are in consideration. A catalog listing hardware, software, and personnel resources already available through consrtium members will be the first project published together.

Project Director: Ted Christensen

Title Assistant Manager, Special Projects

Department KAET-TV

Address Arizona State University
Tempe, AZ 85281

Institution Arizona State University

Title I HEA State Administrator Dr. R. R. Erbschloe, Arizona Commission for Postsecondary Education - ARIZONA

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Project K-NET (Ka'u-Network of Educational Communication System)

Participants: Community adults

Project Duration: 1976-78

No. of Actual Participants: 66

Number Served: 3,500 (Indirect Beneficiaries)

Project Summary: The purpose of this project was opening an avenue of information and learning to reach individual homes in isolated areas of the district of Ka'u through a community bulletin. This project helped adults in the community learn the technique of producing a bulletin. (A future objective is establishing a network of related educational delivery systems to complement the bulletin.)

Methods: Instruction and hands-on training delivered in groups or individually in the following areas: operation and maintenance of Linotype, offset press, proof press, copy camera; techniques of layout from draft to camera-ready copy; operation and maintenance of final production equipment; news gathering, news writing, editing, photography; organizing, planning, directing, and controlling all phases of the printing operation.

Institutionalization, Spin Offs, Future Plans: Experience in this project has impressed upon the institution the need for a wide range of lifelong, community, and higher educational programs. The CCECS-UHH has restructured its staffing so that all staff members will service rural areas instead of one as in the past. The institution has come to realize that community service is an important part of an institution of higher education and some change have been informally considered, though action would depend upon the availability of funds and other factors.

Materials Developed: A community bulletin, called the *Ka'u Report* was produced as a result of the training and instruction offered by this project.

Project Director: Mary Matayoshi

Title Director, Center for Continuing Education & Community Service

Address P.O. Box 1357, Hilo, HI 96720

Department Center for Continuing Education and Community Service

Institution University of Hawaii at Hilo

Title I HEA State Administrator Nils K. Ueki, State Postsecondary Education Commission - HAWAII

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Project LEARN--Kohala (Learning Extension & Resource Network)

Project Duration: 1975-1978

Participants: Community adults

Number Served: 700

Project Summary: The goal of this project was developing leaders who could help higher education institutions, government agencies, and commmunity groups work together effectively in solving community problems.

Methods: (1) A course of study, "Kohala, Past and Present," provided an interdisciplinary study focusing on subjects relevant to the people of Kohala; e.g., Hawaiian history and literature, culture and arts, sociology, geology, anthropology, and geography. It consisted of minicourses, lectures, field trips, special programs, and "rap" sessions. (2) Community action projects were developed through which participants could learn and apply leadership skills by actually being involved in the many roles and processes of successful project planning, implementation, and evaluation.

Institutionalization, Spin Offs, Future Plans: Faculty members involved in the project have restructured and changed their approaches to suit the adult clientele. The institution has changed its staffing pattern to address the needs shows by the project; e.g., more staff will begin to service the Kohala area in 1978-79. Advising and counseling services of the institution are being more actively utilized as a result of the project.

Materials Developed:

Kohala Keia (collected expressions of a community)
Planning Perspectives (a videotape on planning at all levels of the community)
Project Management: A Manual (collection of articles on aspects of management of projects--planning, directing, problem solving, communication)

Project Director: Mrs. Mary Matayoshi

Title	Director, Center for Continuing Education and Community Service,	*Department*	Center for Continuing Educ. & Community Service
Address	UH-Hilo P.O. Box 1357, Hilo, HI 96720	*Institution*	University of Hawaii at Hilo

Title I HEA State Administrator Nils K. Ueki, State Postsecondary Education Commission - HAWAII

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: The Citizen and the Cable

Project Duration: 1977-78

Participants: Nonprofit agencies and educational institutions

Number Served: 553 directly
600,000 through mass media

Project Summary:
This project was designed to increase citizen awareness of public access to cable TV resources, to provide actual demonstrations of community-produced programming on cable TV access channels, and to advocate and encourage utilization of public access broadcasting. *The Citizen and the Cable* provided an innovative service to a broad cross-section of the north central region of Indiana. The project delivered both an educational service and technical assistance, and it left in place the means and methods for community service utilization of cable TV. Community groups, individuals, and educational institutions were involved in the inception and delivery of this two-year project.

Methods: This second year of the project was specifically designed to aid educational, public, and nonprofit organizations in the actual production of community programming on cable TV. A newsletter was distributed, four six-hour workshops on the principles of video production were presented, and four demonstration projects were carried out. In the demonstration projects, various community groups such as the Commission on the Status of Women, the Clay United Methodist Church, and local middle schools produced and broadcast programs. In addition, the Indiana University Medical School cooperated in a project demonstrating cable TV's potential usefulness as a medium for professional training and development.

Institutionalization, Spin Offs, Future Plans: Indiana University at South Bends' involvement with community access cable TV will continue beyond the termination of Title I-A funding as a part of the regular activities of the Continuing Education and Communication departments. Three community libraries have greatly expanded their video capabilities during the project. More than 30 community groups have been counseled in the fundamentals of community access. The success of their efforts is measured by the demonstration programming that was produced and by the independent use of broadcasting resources of cable by the majority of participating groups.

Materials Developed: A curriculum guide for implementing the "Cable Newsroom 3" project. This curriculum includes guidelines on projection techniques, sample scripts, student personnel, etc., and can easily be adapted for almost any classroom situation.

The Indiana University at South Bend Library acts as a clearinghouse of cable information. Many of the major demonstration project tapes have become part of this collection. All materials are available to all Indiana institutions of higher education through the interlibrary loan service.

Project Director: Eileen J. Bender

Title Assistant Professor

Department Division of Continuing Studies

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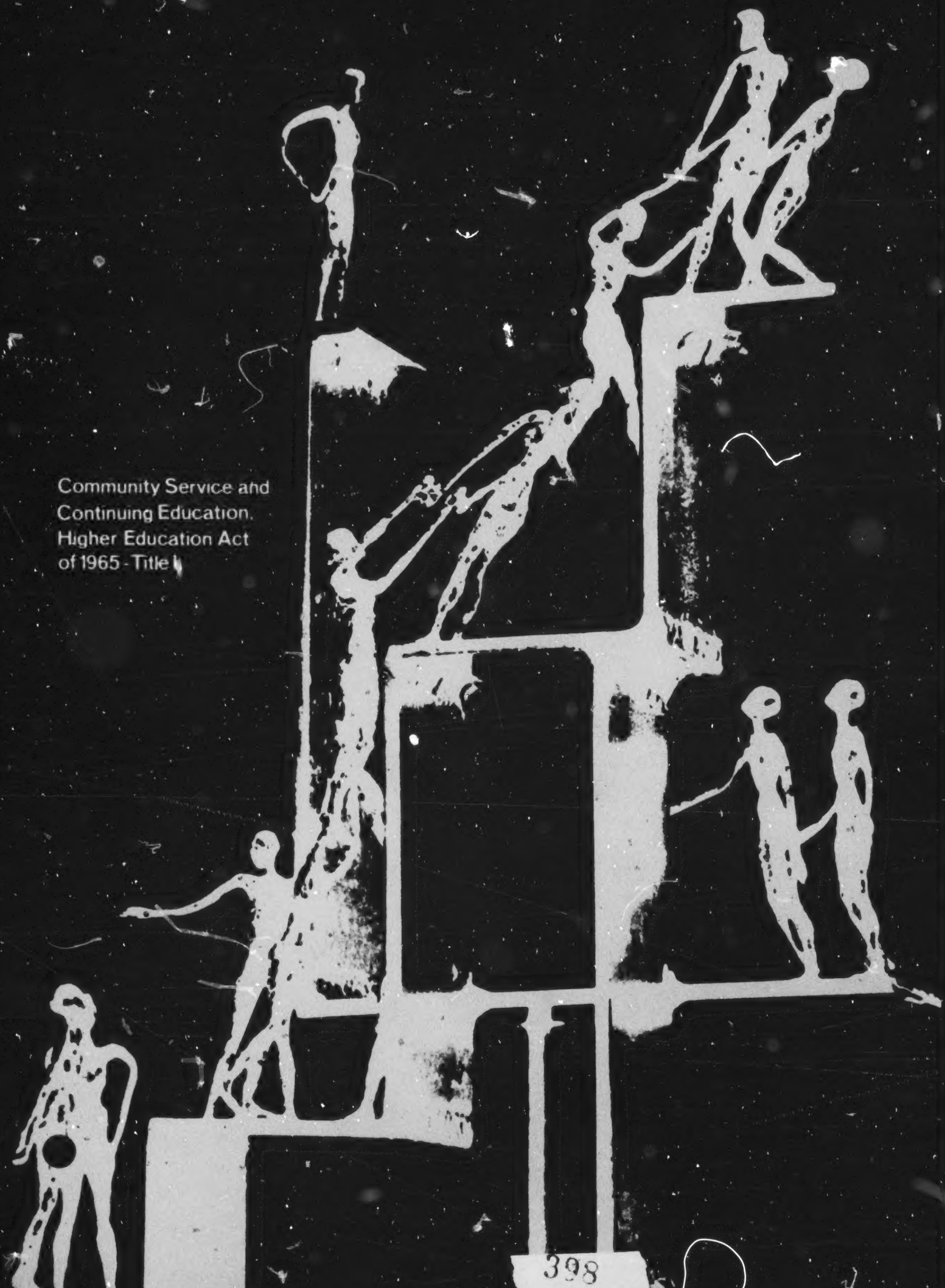
South Bend, IN 46615

Institution Indiana University at South Bend

Title I HEA State Administrator A. Michelle Taylor, Director of Federal Programs - INDIANA

GOVERNMENT OFFICIAL TRAINING

Community Service and
Continuing Education,
Higher Education Act
of 1965 - Title I



Community Service & Continuing Education

A Higher Education Act, Title I, Program Abstract

Project Title: Workshops for Park and Recreation Board Members

Project Duration: 1977-78

Participants: Recreation board members, college recreation instructors, and students

Number Served: 200

Project Summary: This program provided for a statewide ad hoc committee made up of representatives from NDRPA, League of Fitness, park boards and recreation and parks directors and personnel. This committee identified the needs of park boards and staffs and planned the annual conference on these needs. It provided information on methods of financing parks and recreation programs, guidelines and ideas on the operation of summer recreation in the small community, and considerations in constructing recreational facilities.

Methods: A comprehensive three-day conference was planned around the topics selected by the ad hoc committee. The project funded the 16 speakers at the conference. Included were the midwest regional director of NRPA, the regional representative of the Bureau of Outdoor Recreation, and the president of the South Dakota Students RPA.

Institutionalization, Spin Offs, Future Plans: The involvement of community leaders was crucial in planning for the needs of various community recreation and park agencies throughout the state of North Dakota. It is difficult to assess the impact on the individual communities, but the evaluations were favorable.

Materials Developed:

1. Fall conference brochures
2. Evaluation forms

Project Director: Gary Leslie

Title Assistant Professor

Address Minot, ND

Department Division of Health, Physical Education and Recreation

Institution Minot State College

Title I HEA State Administrator Orlo A. Sundre, Board of Higher Education - NORTH DAKOTA

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Supporting Local Government

Project Duration: 4/1/77-6/30/78

Participants: Elected officials from Logan, Union, and Champaign counties

Number Served: 140

Project Summary: The project was designed to improve the effectiveness of local government operations in a three-county area and expand the degree and quality of citizen participation in local government.

Methods: An advisory committee composed of 13 community leaders from the three counties assisted in the development of a survey instrument that determined the workshop topics to be offered. Three workshops were held on the topics: Financing Local Government, Problem Solving for Community Action, and Power Structure and Leadership and Strategies for Community Action.

Institutionalization, Spin Offs, Future Plans: The Office of Continuing Education at Urbana College is planning to offer some courses to help people in public office. Several communities were assisted in the solution of some specific problems that they had. One of the greatest benefits was the recognition by these public officials of the commonality of their problems and the development of resource people to help with their problem.

Materials Developed:

Project Director: Jeffrey Schulman

Title

Department

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President's Office
Urbana College
Urbana, OH 43078

Institution Urbana College

Title I HEA State Administrator Marlene Rushay, Board of Regents - OHIO

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Seminar in the Psychology of Leadership for Community Decision Makers and Governmental Employees

Project Duration: 9/77–6/78

Participants: Community decision makers and governmental employees of northwest Louisiana

Number Served: 171

Project Summary: The project was designed to improve decision-making processes, organizational ability, managerial expertise, and human relations and communicative skills for community decision makers and governmental employees of northwest Louisiana.

Methods: Four seminars were held, each two evenings per week for a period of five weeks, totaling 25 hours of lectures and problem-solving sessions. Participants were given outline materials, study guides, and reading lists. University professors and experts from northwest Louisiana were instructors in the programs. Two seminars were held for community decision makers and two were held for governmental employees.

Institutionalization, Spin Offs, Future Plans: The University is interested in pursuing this program if budgetary constraints allow. Also, some participants who have been out of the academic environment for some time expressed interest in enrolling in the University as full-time, regular students.

Materials Developed:

Project Director: Dr. Vincent Marsala

Title Dean

Department College of General Studies

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LSU in Shreveport, 8515 Youree Drive
Shreveport, LA 71115

Institution Louisiana State University in Shreveport

Title I HEA State Administrator Dale Thorn, Board of Regents – LOUISIANA

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Financial Management Training Assistance for Local Units of Government

Project Duration: 7/1/77-7/30/78

Participants: Government officials in local units of government

Number Served: 65

Project Summary: This project was directed toward enhancing the skills of local government officials through a program of education and technical assistance in financial management and computerized accounting services. Persons participating included municipal and county managers, accountants, program directors, and elected officials from the westernmost counties of North Carolina.

Methods: The major types of activities during the project were workshops, seminars, personal visits to local governments, coordination with outside agencies such as TVA, and the development of a major computer assistance program for local governments. Seminar topics included taxation, accounting, procurement, computers, reporting, and fiscal management procedures.

Institutionalization, Spin Offs, Future Plans: This project placed Western Carolina University in the desired role of assisting local governmental units in financial management--a much needed service in the operating area of the state. Future requests for assistance can now be complied with in prompt fashion.

Materials Developed: Program formats, computer software, and compilation of Marketing Data on computer usage

Project Director: Roy Thompson, Jr.

Title Instructor

Address Western Carolina University
Cullowhee, NC 28723

Department Center for Improvement of Mountain Living

Institution Western Carolina University

402

Title I HEA State Administrator Allen W. Rodeheffer, University of North Carolina - NORTH CAROLINA

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Local Government Modernization Seminars **Project Duration:** 6/1/77-10/30/78

Participants: Local governmental officials **Number Served:** 147

Project Summary: The purpose of this project was introduction of local governmental officials to emerging government techniques and methods that are proving effective to encouraging the use of a variety of intra- and inter-governmental approaches to problem solving. The project had two components: (1) A short course in effective supervisory techniques was conducted for supervisors in municipal and county governments; (2) A 20-hour special course entitled "Coaching in Supervision" was conducted for municipal and county government supervisors. The central theme around which these components were directed was community planning.

Methods: The project was planned and reviewed by an advisory committee consisting of representatives of the target group (supervisors in county and municipal government) to insure that subject matter offered was compatible with needs of local governmental units. Subject matter was presented at six meetings of community and county leaders attended by 147 individuals.

Institutionalization, Spin Offs, Future Plans: Two faculty members of the college were trained by the consultant team to present the project's courses. Future requests to the college to present these courses can now be fulfilled.

Materials Developed:

Project Director: Robert W. Long

Title Assistant Dean of Instruction *Department* Academic Affairs

Address
Rockingham Community College
Wentworth, NC 27375

Institution Rockingham Community College

Title I HEA State Administrator Allen W. Rodeheffer, The University of North Carolina — NORTH CAROLINA

Project Title: Technology for Arkansas Cities and Counties (TACC)

Project Duration: 5/15/77-9/15/78

Participants: Primarily governmental officials

Number Served: Approximately 450 seminar or workshop participants

Project Summary: Through the joint efforts of the Arkansas Department of Local Services and the College of Engineering at the University of Arkansas, this project provided technical assistance to local government units in the areas of traffic control, road and street, airport, water, and sewer maintenance, and computer training. Of Arkansas' 451 cities and towns and 75 counties, few are financially capable of retaining specially trained personnel to solve their common technical problems. The DLS staff, in confunction with the College of Engineering consultants, was able to coordinate the TACC program so that these services in technical areas could be made available.

Methods: Using the engineering faculty as consultants in the technical fields, direct assistance was provided to cities and counties for on-site or short-duration projects. For long-range needs or projects on a broader scope, other recommendations for consultation were made. Fact sheets were developed encompassing problems common to many governmental units. This literature was also maintained as a training aid for new governmental employees. Ten seminars and workshops were conducted. Eight of these were regional seminars on road and street maintenance, and the other two were on low-cost computers for local government and vehicular equipment maintenance.

Institutionalization, Spin Offs, Future Plans: The TACC program has a good possibility of becoming a permanent program. Future state funding plans are in the preliminary stages.

Materials Developed:

"Solid Waste Management System Cost Guidelines"
"Computers in Local Government"
"Personnel Policy, Job Descriptions, Wage and Salary Administration--A Guide for Arkansas Local Government"
"Technology for Arkansas Cities and Counties," a slide/tape presentation
Numerous short reports for local officials concerning their problems (usually in the form of letters or drawings)

Project Director: Dr. Robert M. Crisp, Jr.

Title Professor

Department Industrial Engineering

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University of Arkansas
Fayetteville, AR 72701

Institution University of Arkansas
Fayetteville

Title I HEA State Administrator Hugh L. Mills - University of Arkansas - ARKANSAS

Project Title: Animal Control Information Service **Project Duration:** 5/1/77-8/31/78

Participants: Local government officials **Number Served:** 1,000

Project Summary: The project established a centralized information center on animal control at Texas A&M University. The project fulfilled its four objectives; (1) to provide a focal point for animal control information in Texas and the nation; (2) to collect and disseminate information on animal control practices and procedures, rabies; new technology; capture-equipment; local ordinances; euthanasia; and other related matters; (3) to reduce local officials' time taken to find animal control information; and (4) to foster a setting of performance standards for animal control operations by exchanging information that can be used comparatively.

Methods: The ACIS Project was organized in four stages: (1) identification of information; (2) acquisition of information and literature; (3) indexing of literature; and (4) dissemination of information. Literature was found both manually and by automatic searches. Both public and private sources were explored. Information was disseminated by telephone, mail, original document, reproduction of original document; and microfiche copy. Mass media were also used such as the Texas Municipal League's *Texas Town & City*, and Texas Animal Control Association's *Newsletter*.

Institutionalization, Spin Offs, Future Plans: Once the data and information were developed by Texas A&M University Library's Roberta Palen, the results were catalogued and indexed thoroughly. Currently the ACIS is housed with the Public Works Resource Center at Texas A&M University (713/845-2911). The Center will provide this information upon request from local government officials--both in Texas and from other states.

Materials Developed: The Animal Control Information Service developed a computer program designed to make access more available. Resulting materials from the project are: (1) a key-word-in-context program for data processing access; (2) microfiche record of animal control data; and (3) an indexed manual file of data and information.

Project Director: Ronald W. Wallace*

Title Research Associate *Department* Center for Urban Programs

Address Center for Urban Programs
College Station, TX 77843

Institution Texas A&M University

*Currently ACIS operated by Larry Burnside of Public Works Resource Center, Texas A&M University.

Title I HEA State Administrator Wilbur W. Hurt - Coordinating Board - TEXAS College and University System

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Contracting for Municipal Services

Project Duration: 8/1/78-6/30/79

Participants: Municipal officials

Number Served: Not determined (200 potential)

Project Summary: The project was designed to elicit information on contracting for municipal services in all cities of 10,000 plus in the four-state area of Arkansas, Louisiana, Oklahoma, and Texas. Based on an extensive questionnaire and other information, a handbook on municipal contracting is being developed and will be available to all interested parties. In addition, one or more seminars will be conducted for local officials on the potential for and conditions of contracting for municipal services.

Methods: A survey instrument was developed and mailed to the chief administrators of all cities of 10,000 and over population in the four-state area of Arkansas, Louisiana, Oklahoma and Texas. The questionnaires will be analyzed and used as an aid in the development of a handbook on municipal contracting for city officials. Further use of the data and other information will be used to prepare and present one or more seminars for city officials.

Institutionalization, Spin Offs, Future Plans: This project is one of a continuing series of projects designed to provide useful and pertinent information for city officials in the administration of local government affairs. An unexpected by-product of the questionnaire is the potential for defining and describing the full range of municipal services provided across the four-state area of the survey. The Bureau of Government Research will continue to pursue and develop technical aids to municipal governments through funding available for this purpose.

Materials Developed: A handbook for municipal contracting for city officials is now being written. Materials for training seminars for local officials are also being developed.

Project Director: David R. Morgan

Title Director & Professor of Political Science

Address 455 West Lindsey
Norman, OK 73019

Department Bureau of Government Research

Institution University of Oklahoma

Title I HEA State Administrator Jerry L. Hargis - State Regents for Higher Education - OKLAHOMA

Project Title: Management Assistance to Improve the Public Service Delivery Capability of Cities in N.E. Ohio: A City Manager in Residence

Project Duration: 4/1/77-6/30/78

Participants: Public officials of small political subdivisions in northeastern Ohio

Number Served: 50

Project Summary: The objectives of the project were providing professional city manager services to the smaller cities of northeast Ohio; assisting in the analysis and review of current management practices and organizational structures; assisting in improving service delivery capabilities; identifying federal funding sources and writing applications for funds; and serving as a contact point for cities as a link to university resources.

Methods: The primary activity was management assessment and consultation and workshops. Student assistants were assigned to help in data gathering during the assessment activities, but most of the work was accomplished through extensive travel by the city manager in residence to the numerous political subdivisions in the geographic area served.

Institutionalization, Spin Offs, Future Plans: The project is being continued with Title I funding during the current fiscal year with greater emphasis on special workshops to focus on common problems commonly experienced by small political subdivisions.

Materials Developed: Several special studies for the specific use of certain political subdivisions in Ohio.

Project Director: Sinclair Powell

Title	Adjunct Associate Professor	*Department*	Public Administration
Address	Kent, OH 44242	*Institution*	Kent State University

Title I HEA State Administrator Marlene Rushay--Board of Regents - OHIO

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Government Employees Training

Project Duration: 1977-78

Participants: State and municipal employees

Number Served: 200

Project Summary: The project offered accounting, auditing, and related courses to Alabama state employees in the State Highway Building after normal working hours. Another portion of the funds was used to offer supervisory management to professional and semiprofessional employees of the State Mental Health Department in their facilities.

Methods: A workshop/seminar method was used for the State Mental Health Department with emphasis on employee participation. A lecture/discussion format was typical of the accounting and related courses offered to Alabama state employees.

Institutionalization, Spin Offs, Future Plans: The supervisory management program is continuing without Title I funds. AUM will resume participation when additional Title I funds become available.

Materials Developed: Instructors developed their own teaching materials, but none are currently available for dissemination.

Project Director: Gary F. Norsworthy

Title Director

Address Montgomery, Alabama 36117

Department Division of Continuing Education

Institution Auburn University at Montgomery

Title I HEA State Administrator William Jones - University of Alabama - ALABAMA

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: A Problem-Solving Model for the Application of Federal Research and Development Outputs to Urban Issues and Problems in Columbus, Ohio

Project Duration: 7/77-8/78

Participants: Participants were employees of Columbus, Ohio, city government

Number Served: 235

Project Summary: Objectives were: (1) to achieve an increased awareness among Columbus officials of the possible uses of available research and development materials; (2) to select high priority Columbus problems for which federally sponsored research can contribute toward a solution; (3) to retrieve and assess the utility and transferability of research and development materials pertaining to the selected problem areas; (4) to adapt the pertinent information to fit the local conditions by editing, synthesizing, and repackaging research materials to facilitate understanding and adoption of innovative approaches, methods and products; and (5) to assist the city in planning and executing implementation strategies.

Methods: A faculty/student/staff team was established within the School of Public Administration at Ohio State University to work with the city of Columbus. Projects involving the City Sanitation Division, Fire Department, and Department of Finance were undertaken and are into the implementation stage.

Institutionalization Spin Offs, Future Plans: The task force groups have evolved into fairly effective problem-solving bodies and have provided for change in various city divisions involving greater efficiency of delivery of services, improved labor management relations, and increased knowledge of technology.

Materials Developed: None

Project Director: John Stanley

Title Associate Professor
Director of Public Management Programs

Address 1712 Neil Avenue
Columbus, OH 43210

Department School of Public Administration

Institution Ohio State University

Title I HEA State Administrator Marlene Rushay - Board of Regents - OHIO

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Continuing Education Programs for Government Employees--Municipalities, County, and State

Project Duration: 1977-78

Participants: Mayors, councilmen, city managers, purchasing officers, finance officers, personnel officers, county clerks, city engineers, juvenile probation officers, tax assessors & collectors, and gas distribution personnel

Number Served: 1,500 (Est.)

Project Summary: The project was set up to provide government employees with training to improve their knowledge of governmental processes, directives, and procedures and thus improve performance in their present positions, their growth potential, and career capabilities as well as the level of effectiveness of the government they serve.

Methods: Working with the executive director of the Alabama League of Municipalities, the executive director of the Association of County Commissions of Alabama, and the director of personnel for the state of Alabama, classes, short courses, demonstrations, seminars, workshops and conferences are developed and conducted. In addition, consulting services are provided for elected and appointed local government leaders.

Institutionalization, Spin Offs, Future Plans: During this period, a training program was conducted for the first time for city engineers and public works directors, who have now formed a statewide organization. This brings the total to five of state associations that have evolved from annual programs supported by Title I funds. Regional programs are now being conducted to augment annual programs. Correspondence courses and other training processes have been developed for local government employees, and university faculty are being requested to conduct orientation programs dealing with newly enacted federal and state legislation. Future plans include three 40-hour training courses for municipal clerks.

Materials Developed: Formal presentations, which have statewide application for certain audiences, are published in journals; office forms, which have proven of value, are given to conferees; newly enacted legislation is reproduced or purchased and distributed as handouts for orientation workshops; and upon request outstanding presentations are distributed to conferees.

Project Director: Joe Gelwix

Title Coordinator for Government Employee Training

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The University of Alabama
P.O. Box 2967
University, AL 35486

Department Division of Continuing Education

Institution The University of Alabama

Title I HEA State Administrator William Jones - University of Alabama - ALABAMA

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Cash Management: An Alternative to Higher Taxes

Project Duration: 7/1/76-4/30/77

Participants: Municipal elected and appointed officials

Number Served: 91 workshop participants, 497 municipalities

Project Summary: Aware of inadequacies in cash management practices existing in small and medium-sized Maine municipalities, the Bureau of Public Administration (BPA), University of Maine at Orono, received a Title 1-A, HEA grant to develop and deliver a curriculum designed to enhance municipal officials financial management skills. Workshop curriculum and materials were developed by a project team consisting of BPA staff and three Maine municipal finance officers. The six workshops were: Cash Flow Analysis, Bank Account Analysis, Tax Anticipation Borrowing, and Investment of Idle Funds. The finance officers also served as workshop instructors.

Methods: During phase one, BPA developed the organization of the project and its operational plan. Phase two involved the formulation of the curriculum and materials to be utilized during the workshops by the BPA and the project consultants. These materials and the workshop format were pretested at a one-half day seminar. The third phase was the delivery of four one-day workshops throughout the state. Phase four resulted from approval of a two-month extension of the project, and provided two additional one-day workshops.

Institutionalization, Spin Offs, Future Plans: Cash management workshops are now scheduled as an ongoing part of the BPA's in-service education program for local officials. Copies of the pamphlet on cash management have been requested from other states.

Materials Developed:

Workshop outline and curriculum materials
Cash Management for Small Communities

Project Director: Kathryn H. Godwin

Title Director

Address 162 College Ave.

Department Bureau of Public Administration

Institution University of Maine at Orono

Title I HEA State Administrator Roberta Worrick, University of Maine at Orono - MAINE

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Comparative Economics of Residential Dev. **Project Duration:** 7/1/76-6/30/77

Participants: Selectmen, planning board members **Number Served:** 522

Project Summary: Maine communities are increasingly faced with decisions regarding residential development. There is considerable concern with both the attrition of open space, particularly farm land, and the rise in municipal taxes. The project developed a manual--and taught workshops explaining its use--that enables town officials to estimate the tax-rate effects of specific subdivisions (or residential growth in general) over a 10-year period. The manual, which is geared to Maine's economic structure, also deals with the cost-benefit analysis of maintaining open space.

Methods: The manual was researched and developed with the assistance of an advisory board, and three-session workshops taught at six locations in Maine, under Title I funding.

Institutionalization, Spin Offs, Future Plans: Seventeen additional workshops or presentations were held under Maine Coast Heritage funding. The workshop was then further developed into a six-session course which was held at the University of Southern Maine (CED). This course will be continued.

Materials Developed:

Manual: *The Comparative Economics of Residential Development*
Workshop materials

Project Director: Patricia Solotaire

Title Administrative Director, Allagash Environmental Institute
Address 246 Deering Avenue
Portland, ME 04102

Department Center for Research and Advanced Study
Institution University of Southern Maine

Title I HEA State Administrator Roberta Worrick, University of Maine at Orono - MAINE

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Access Year, Public Policy Program **Project Duration:** 1977-78

Participants: Entry-level government and service workers who are community activists **Number Served:** 35

Project Summary: The Access Year provides an integrated urban-focused social studies curriculum and skills training and upgrading in communications, math, and organizational, administrative, and research skills to entry-level workers in Hudson County. Goals of the program include skills improvement, job advancement, and improvement of quality of service provision in the county. Intensive recruitment seeks out and enrolls adult heads of families, predominantly women, predominantly minorities, who are often locked into paraprofessional and entry-level service jobs. The program provides extensive financial aid and intensive counseling and is autonomous.

Methods: Integrated curriculum focuses on urban problems and needs. Modular scheduling utilizing Saturdays and intensive weeks (with time off from work secured by program staff) for maximum learning effectiveness. Constant skills emphasis utilizing diagnostic-prescriptive methods in communications and math. Field work projects based on social service work and community activity. Curriculum is team-planned and team-taught by a staff of organizers, administrators, and research planners, and guests from administrations and agencies throughout the county are utilized.

Institutionalization, Spin Offs, Future Plans: St. Peter's College has committed itself to making the Public Policy Program a permanent part of the college as long as current financing efforts can demonstrate some surplus over direct program costs through the maximization of financial aid grants from federal and state sources. Thus far we have successfully demonstrated a surplus. We are working on the expansion of the program into Newark and also developing a three-year extension of the current A.A.S. degree that would lead to a B.S. and a full five-year program.

Materials Developed:

Access Year curriculum materials

Complete integrated syllabi, films, booklist, and bibliography so program could be duplicated at any institution

Comprehensive evaluation materials

Project Director: Norm Fruchter

Title Director, Public Policy Program ***Department*** Public Policy

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Kennedy Boulevard
Jersey City, NJ 07306

Title I HEA State Administrator Robert C. Holmes, Department of Higher Education - NEW JERSEY

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Information Systems in Local Government

Project Duration: Not available

Participants: Local government officials

Number Served: 4/1/77-9/30/78

Project Summary: The underlying goal of the project was developing a long-term program of assistance to local government in the areas of information systems and data processing. Cities and counties could take advantage of data processing technology to improve the management and operation of their government. In turn, this helped to improve services to citizens in the community.

Methods: The objective of the program was met by the following elements: (1) Workshops--a series of workshops served as an introduction to the uses of data processing in local government with the target group administrators, staff, and elected officials; (2) Technical Assistance--approximately six visits to local communities were proposed to assist them with data processing procurement and implementation problems unique to their own community environments. Technical assistance visits by project staff included evaluating the options available to local governments regarding data processing applications and preparing a report for the local officials and administrators; (3) Clearinghouse/Reference Service was established (see below).

Institutionalization, Spin Offs, Future Plans: A clearing house/reference service was established at the Bureau of Governmental Research for handling telephone inquiries and disseminating documentary reference materials and the best strategies for improving access to external information sources for local governments. The groundwork thus has been laid for developing a long-term program of assistance to local government in the area of information systems and data processing. The project has resulted in a broader awareness among local government officials from around the state regarding the potential applications of information technology. Similar projects are being planned for the University of North Carolina and the University of Maine.

Materials Developed: The project produced the following publications: *Handbook: Workshops, Data Processing Contract User Clauses, Feasibility Study of DP Development Alternatives for the County of Newberry, Evaluation of DP Capabilities and Alternatives for the County of Beaufort, S. C., Summary Report of DP for the County of Aiken, DP Feasibility Study for County of Horry, Data Processing Feasibility Study for the County of Berkeley,* and *Updated Report for Horry County.*

Project Director: Drs. John Stucker and Donald Marchand

Title Professors

Department Government and International Studies

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GINT Department, U.S.C.
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Institution University of South Carolina

Title I HEA State Administrator John J. Powers, Commission on Higher Education - SOUTH CAROLINA

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Improving Government Efficiency Through Management Training

Project Duration: 4/12/77-9/30/78

Participants: Government managers

Number Served: 183

Project Summary: Due to strained budgets and increased demands for services from the public, more federal regulations and orders for compliance, poor employee morale and the possibility of demands for collective bargaining, the City of Rock Hill and the Catawba Regional Planning Council requested additional management training for public sector supervisors, managers, and executives. The project's goals were improving the individual performance of public sector administrators and providing a basic understanding of the concepts, problems, issues, and methods of problem resolution in human resource management. Because of the reluctance of government officials to allow anyone to attend programs that lasted more than one day, the success of the program was limited.

Methods: The staff used a series of lectures, group discussions, panel discussions, and role playing in an attempt to meet the project's objective. Topics touched in these meetings included human relations, constructive discipline, winning employee loyalty and support, the special problem employee, and organizational development. There were ten programs in all, and a total of 183 participants.

Institutionalization, Spin Offs, Future Plans: There are certain programs that will be continued because of their particular effectiveness. Most future programs will be short and will deal for the most part with personnel development, communication, and performance objectives. The Winthrop College School of Business Administration will offer such programs at frequent intervals during the year and will use the format developed during the project.

Materials Developed: A manual that dealt with effective communication in government was developed during the project. This manual can be used in part or in its entirety depending upon the length and focus of the programs in communication.

Project Director: Dr. Lawrence D. Joiner

Title Dean of Continuing Education

Address Winthrop College
Rock Hill, SC 29733

Department Joynes Center for Continuing Education

Institution Winthrop College

Title I HEA State Administrator John J. Powers, Commission on Higher Education - SOUTH CAROLINA

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Workshop on Methods, Procedures, and Utilization of Evaluation

Project Duration: 4/1/77-9/30/78

Participants: Local government officials

Number Served: 79

Project Summary: This project was aimed at enhancing state and local governments' capabilities for evaluating the effectiveness of programs in meeting public objectives. The project disseminated current evaluation methods and procedures and their practicality at the local or community level. It attempted to increase the ability to transfer evaluation results from one program to similar programs throughout the state, and it demonstrated the value of evaluation as a process to enhance decision making and project directing.

Methods: The project consisted of four workshops on methods, procedures, and utilization of evaluation. The initial workshop was conducted by staff members of the U.S. General Accounting Office and focused on the evolution of government auditing. The second workshop, conducted by two federal program evaluation specialists, centered on common problems and pitfalls of evaluation. The third workshop, which was conducted by staff members of the University of South Carolina Bureau of Governmental Research and Services, emphasized planning evaluations for human services coordinators. The final workshop focused on evaluation of local community development projects and was presented by experts in community development evaluation at both the federal and local levels.

Institutionalization, Spin Offs, Future Plans: Possible spin-offs of this project may include addition of evaluation to be funded by the Bureau of Governmental Research and Services at the University of South Carolina.

Materials Developed: The materials produced for the project included programs for three of the four workshops, detailing specific topics of discussion and giving pertinent biographical information on workshop leaders. These are available for dissemination.

Project Director: Dr. John F. Sacco

Title Associate Director

Department Bureau of Governmental Research and Services

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Institution University of South Carolina

Title I HEA State Administrator John J. Powers, Commission on Higher Education - SOUTH CAROLINA

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Local Government Finance Education: Iowa at the Property Tax Crossroads

Project Duration: 3/1/77-7/31/78

Participants: Citizens, government officials, journalists, assessment personnel

Number Served: 350 workshop participants

Project Summary: The purpose of the project was improving the understanding of Iowans about how the system of local government finance operates and what alternatives are available for reform of the system. Through the development of understandable and informative written materials, multimedia presentations, and workshops, the project has reached more than 5,000 citizens. The impact of this project will continue after the termination of the grant.

Methods: A 100-page book *A Citizen's Guide to Local Government Finance* was prepared for general distribution. The initial printing of 5,200 copies was exhausted between November 1977 and July 1978 with an additional 3,000 copies printed. Two 17-minute slide shows illustrating some of the major points of the *Citizen's Guide* were distributed to interested groups. The project presentations included a one-day general conference, "Iowa at the Property Tax Crossroads," with four panels of spokesmen from major interest groups; two one-day workshops for journalists to improve reporting of local government finance; and a one-day conference on property tax assessment for property tax assessors, government officials, and citizens. All workshops were held on the Drake campus.

Institutionalization, Spin Offs, Future Plans: Drake University expanded substantially its community service role of informing Iowa's citizens about public affairs issues. It is anticipated that Drake will continue to play an important role in this area, both from its Economics Department and its Public Administration program. Iowa State University Cooperative Extension Service requested a sizable number of copies of the *Citizen's Guide*. It is not possible to trace all of the uses of project material, but it is known that the *Citizen's Guide* was distributed to students at Iowa State University (political science), University of Iowa (journalism), and Drake University (public administration).

Materials Developed: Publications and multi-media presentations developed included:

Printed Materials	Slide Shows
A Citizen's Guide to Local Government Finance	"Iowa at the Property Tax Crossroads"
Evaluating Local Taxes and Government Spending: A Do-it-Yourself Manual	"Property Tax Literacy Test"
A Conference: The Iowa Property Tax Assessor	

Project Director: Steven Gold

Title Associate Professor

Department Economics

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Drake University
Des Moines, IA 50311

Institution Drake University

Title I HEA State Administrator Thomas Gray, State Board of Regents - IOWA

Community Service & Continuing Education A Higher Education Act, Title I Program Abstract

Project Title: Consulting and Training Services to State and Local Officials in Idaho

Project Duration: 9/1/77-8/30/78

Participants: Government officials

Number Served: 279

Project Summary: This project improved the quality and performance of governmental programs and services in Idaho. It introduced governmental personnel to new techniques in their area of specialization. It assisted governmental officials in attaining a broader appreciation of their duties and of the complexities of their responsibilities, especially the newly elected. It also provided a medium for the exchange of information, ideas, and experience among governmental officials throughout the state.

Methods: Six city election administration workshops were held in different areas of the state. Three workshops on regulatory processes were held. A three-day institute was held for Idaho city clerks and finance officers. Three workshops for county officials on county cooperation were held in three areas of the state.

Institutionalization, Spin Offs, Future Plans: With passage of new laws and the election of new county and city officials, training continues to be essential. Some components of the project are being delivered now by the Association of Idaho Cities.

Materials Developed:

Handbook for Elected City Officials in Idaho
Handbook for County Officials in Idaho
County Cooperation in Idaho

Project Director: Dr. Sydney Duncombe

Title Director, Bureau of Public Affairs Research

Department Political Science

Address University of Idaho
Moscow, ID 83843

Institution University of Idaho

Title I HEA State Administrator Rose Bowman, Postsecondary Education Commission - IDAHO

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Preparing for the Impact of Volkswagen

Project Duration: 1977-78

Participants: Local government officials, business and community agencies, and residents

Number Served: 240

Project Summary: The project involved a community service program of education, training, and technical assistance for approximately 240 local officials to assist them in dealing with the impact of a new Volkswagen plant and its associated problems. It provided consumer education to "critical need consumers affected by Volkswagen," and provided employment counseling and vocational testing for local agencies: Office of Manpower, Bureau of Employment Security, Operation Outward Reach, and Youth Services.

Methods: A special consortium was established for the administration of CETA training funds for unemployed citizens in the area. The Westmoreland County Community College (WCCC) hosted meetings and training sessions and provided technical assistance to the staff of the consortium. WCCC set up workshops, training sessions, and an information center to assist local government officials and citizens. WCCC surveyed the communities closest to the plan to determine what types of information were to be included and what types of workshops and training would be most beneficial to the participants.

Institutionalization, Spin Offs, Future Plans: The role of the community college was proven to be useful as a training resource and planning catalyst bringing together the government and industrial decision making. A documentary package will be produced to provide a dissemination mechanism for replication elsewhere. Based on the results of the survey of local government officials, a Community Resource Center has been established at the College

Materials Developed: The Community Resource Center contains bocklets, pamphlets, audio-visual aids, films, training programs, etc. available to local officials and citizens as handouts, and presentations. There is a complete listing of agencies and officials who can provide information to assist local officials plus a list of qualified and available instructors to present any programs or workshops warranted by an interested group. They also provide facilities for use and presentation of these programs.

Project Director: Katherine Mazur

Title Project Coordinator

Department

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Institution
Westmoreland County
Community College

Title I HEA State Administrator Harry W. Riemer, Department of Education - PENNSYLVANIA

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: The Ultimate to Serve--A Workshop to Encourage the Development of Interagency Cooperation Between Recreation, Park, and Community Education Agencies in Kansas

Project Duration: 1977-78

Participants: Government employees

Number Served:

Project Summary: The communities in Kansas, through the recreation professionals, recognized the fragmentation of leisure delivery systems in their communities. The problem for the project was to develop an identifiable method of interagency cooperation and coordination for the professional in community education and recreation.

Methods: An intensive workshop was designed for recreation professionals to develop models of interagency cooperation, to discuss the joint role of recreation and parks and community education and to increase the awareness of community education in Kansas. A pre- and post-survey were used to determine the changes in behavior, knowledge, and attitudes of the participants. A follow-up survey was implemented to determine action taken in the local communities of the participants.

Institutionalization, Spin Offs, Future Plans: A State task force has been formed to develop a comprehensive state plan for community education and federal community education legislation has been developed that stresses the need for cooperation between community education and recreation. The Kansas Association for Lifelong Learning has been developed to foster greater cooperation between recreation and community education. The Kansas State Department of Education, the University for Man, Washburn University, Kansas State University, local school administrators, and government officials were involved in planning and implementation.

Materials Developed: Pre- and post-test questionnaires specific to the project format.

Project Director: Dr. Robert J. Shoop

Title Director

Address Manhattan, KS 66506

Department Kansas Center for Community Education Development

Institution College of Education
Kansas State University

Title I HEA State Administrator Gene Kasper, Board of Regents - KANSAS

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Governmental Services Institute: Continuing Education Projects for Government Officials and Employees

Project Duration: 10/1/77-9/30/78

Participants: State and local officials and employees of government

Number Served: 2,544

Project Summary: The project was designed to provide an opportunity for elected officials and governmental employees at the state and local levels to increase their expertise; to set up a channel through which the teaching capabilities of higher education in Louisiana could be funneled into state and local governments in such a way as to contribute to solving the increasingly complex problems faced by these governmental employees in understanding the problems, background, philosophy, and operations of the various agencies and branches of state government.

Methods: Presession conferences for state legislators; seminars in management and supervisory skills for employees and officials of state and local governments; seminars in governmental accounting; seminars in secretarial development, executive development programs for public administrators; and seminars for the staffs of committees of the Louisiana legislature.

Institutionalization, Spin Offs, Future Plans: Impact of these programs, particularly in the personnel development category, has been the establishing of full-time GSI staff to address personnel management needs of agencies on a continuing basis. An important spin-off has been the recognition by the Division of Administration that training programs for top executives are needed. Further, this involvement has provided the background and experience through which GSI can offer such training as part of 1978-79 programs. The ultimate goal is for a comprehensive training program for state employees that offers weekly courses in a variety of subjects.

Materials Developed: Update of *Handbook for Civil Deputies* and completion of *A Public Employer's Handbook on Job Evaluation and Pay* and *GSI Programs Brochure.*

Project Director: June Savoy

Title Director

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Louisiana State University
Baton Rouge, LA 70803

Department Governmental Services Institute

Institution Louisiana State University in Baton Rouge

Title I HEA State Administrator Dale Thorn, Board of Regents - LOUISIANA

Project Title: A Comprehensive Training Program for Local and State Government Employees **Project Duration:** 1977-78

Participants: Governmental employees **Number Served:**

Project Summary: Emporia and the Flint Hills region need a coordinated comprehensive training program for personnel representing governmental entities. Additionally, a viable medium through which participants may exchange ideas, discuss areas of common concern, and explore alternative approaches to problem solving would be beneficial. Representatives from Emporia, Kansas, inquired about the possibility of implementing a program to provide job-related training opportunities. The director of the Flint Hills Regional Planning Commission was contacted to determine the feasibility of providing training for representatives of governmental units throughout the Flint Hills region.

Methods: The program consisted of seminars, conferences, and workshops. The sessions included the following topics: criminal justice, zoning, capital improvement planning, business and interpersonal communications, employee relations, public financing and budgeting, legal responsibilities, advanced supervisory management, advanced operating fundamentals, evaluation principles, using data wisely, employee/agency effectiveness, working with consultants, safety, advanced secretarial training, and reading/speaking skills. Specific objectives of the program are (1) to provide job-related knowledge, (2) to examine materials that enhance abilities to perform designated duties, (3) to provide an opportunity for exchange of information and concerns, and (4) to gather suggestions for improving operational procedures.

Institutionalization, Spin Offs, Future Plans: An awareness of training needs was heightened along with a stronger commitment to meet such needs through university resources. Other training programs have been and will be developed outside the project.

Materials Developed: Specific materials developed were directly related to the project and are not available for distribution.

Project Director: Dr. Donald S. Miller

Title Associate Professor *Department*

Address Emporia, KS 66801 *Institution* Emporia State University

Title I HEA State Administrator Gene Kasper, Board of Regents - KANSAS

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Needs Assessment and Service Inventory for State and Local Government in South Carolina

Project Duration: 9/1/77-9/30/78

Participants: Local government officials

Number Served: 928

Project Summary: This project was undertaken in order for the University and the State to identify needs more actively and to initiate programs to respond to salient public sector management problems. Those in the project attempted to identify the needs of government for continuing education and technical assistance. They also were involved in identifying agencies active in training and assistance fields with particular attention to gaps and deficiencies vis-a-vis perceptions of needs. A referral clearinghouse was established as a result of the project.

Methods: The research design consisted of an extensive mail survey and was followed by field interviews of a stratified sample of state and local officials vs. staff of the regional councils of governments and college and university faculty members around the state. This survey was followed by field interviews of city and county chief executives and councilmen and staff of the regional councils of governments. An additional survey was sent to university faculty and state employees to determine their views on the subject.

Institutionalization, Spin Offs, Future Plans: This project fits well into the program of the Bureau of Governmental Research and Services and the University of South Carolina. It helps the Bureau in research and analysis of governmental problems. The information disseminated by the project will identify areas in which public service to state and local governments can be furthered by the university.

Materials Developed: Three publications resulted from this project: *South Carolina Local Government Problems and Training Needs Assessment, A Guide to Public Management Assistance for State and Local Government in South Carolina,* and *The Organization of University Public Service: Some Options for South Carolina.* All are available for dissemination.

Project Director: Dr. Charlie Tyer

Title Director

Department Bureau of Governmental Research and Services

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Institution University of South Carolina

Title I HEA State Administrator John J. Powers, Commission on Higher Education - SOUTH CAROLINA

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Improving Communication Processes of NACOG Units in Their Service Areas

Project Duration: 1977-78

Participants: Staff from 21 NACOG-affiliated units in four counties of the Northern Arizona Council of Government

Number Served: 225-250

Project Summary: Three resource personnel from the Northern Arizona University Department of Journalism conducted on-site workshops in communities where NACOG-affiliated units and personnel were located. The workshops focused upon developing and improving public relations-communications; explaining and using various communications skills and techniques (newsletters, news stories, brochures, radio and TV copy, audio-visual materials, etc.), and applying the skills and techniques to practical problems or situations unique to the locale visited.

Methods: Three workshops were conducted in each locale during the project duration. An evaluation of the workshops will be administered to determine success and functionality of the workshops.

Institutionalization, Spin Offs, Future Plans: Thus far, the workshops have been well received in the communities visited, and participants have welcomed the opportunity to learn the practical skills demonstrated. The central NACOG office in Flagstaff has already requested that the project be continued during the 1979-80 year, even though the current project is not complete. Other Councils of Government in Arizona have requested materials and information about the workshops, indicating they recognize a need for more effective communications and public relations.

Materials Developed: A series of "How to Do" papers and demonstration kits have been developed and are being used by project resource persons. It is intended that these items will be collected, edited, and compiled into a handbook for public relations-communications for local and regional governmental agencies and personnel.

Project Director: Ray C. Newton

Title Chairman, Associate Professor, Journalism

Department Journalism

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Institution Northern Arizona University

Title I HEA State Administrator R.R. Erbschloe, State Commission for Postsecondary Education - ARIZONA

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Public Works Resource Center

Project Duration: May 1976-current

Participants: Municipal and public works administrators

Number Served: 2,000

Project Summary: The Resource Center is a focal point for public works-related technology in Texas as well as the nation. As such, the Resource Center collects, documents, cross-references, and disseminates information on public works technology to public works professionals. As a centralized source of information, the Center serves to reduce significantly the unnecessary duplication of research efforts and the inevitable time lost through exploration of different information sources.

Methods: Since the Resources Center is a data bank, it consists of documented and cross-referenced public works information. When the Center Director receives a request, he quickly locates the needed materials and forwards them to the municipality. If he does not have at hand the specific information needed, he or his staff researches the topic until sources have been exhausted. The Director also consults with knowledgeable leaders from the practicing profession to ensure that all possible sources of information are included. The Center's staff collects and documents data on municipal operations and maintenance activities. This information is made available to participating agencies through scheduled information bulletins.

Institutionalization, Spin Offs, Future Plans: The Center serves municipal administrators, public works directors, city engineers, and functional division heads in municipal public works operations. On occasion, the Center also serves consulting engineers, university researches, and staff assistants to government executives. With proper promotional development, the Center could serve the superintendents in the state's 1600 (+) school/special districts and state agencies, helping improve their technological knowledge and bringing the advances in technology to bear upon their operation.

Materials Developed: The Resource Center is a data bank of materials that represent the broad spectrum of public works activities. The Center's files contain technical bulletins, reports on research, proceedings of major technical conferences, product information, books, articles from technical journals, survey reports, newsletters, individual correspondence detailing successful procedures from public works professionals and administrators, and original papers written specifically in answer to affiliate problems. This collection is augmented with the files of the Animal Control Information Service. "Public Works Resource Center" brochure; "Relay," newsletter for public works professionals (a quarterly)

Project Director: Lawrence Burnside

Title Coordinator

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College Station, TX 77843

Department Public Works Training Division, Texas Engineering Extension Service

Institution Texas A&M University

Title I HEA State Administrator Wilbur W. Hurt, Coordinating Board - TEXAS

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Management Development in Local Government **Project Duration:** Three months

Participants: Elected and appointed top level officials of Columbia County (Georgia) **Number Served:** 14

Project Summary: This workshop was designed to help managers of line operations, department heads, and elected county commissioners with the technical and human problems of getting the job done. The overall learning goal of the workshop was the creation of an efficient problem-solving climate within the client organization and development of the knowledge, attitudes, and skills appropriate to it. Problem solving, as the term is used here, involves purposeful, planned activity directed toward reaching organization goals. To make the training and change of individuals more effective and long lasting, modification of key organization variables was considered, where necessary, in order to provide a more supportive environment for individual change in the individual. Such change was sought within the context of the individual's organization situation. This workshop consisted of 36 contact hours in 12 weekly sessions of three hours each.

Methods: Four faculty members from the School of Business Administration and the Department of Political Science at Augusta College conducted the workshop. Methods of instruction included simulations, role playing, films, theory presentations, and participative discussions.

Institutionalization, Spin Offs, Future Plans: This project was initiated after consultations between various Columbia County leaders and representatives of the College. Participation and/or involvement of other county citizens was limited to expressions of the need for the proposed management development training. It was designed for and offered to this particular client organization on an ad hoc basis.

Materials Developed: No new case materials, exercises, simulations, or lecture notes were produced or purchased for the project. Three of the four participating faculty had previously collaborated on a similar program for another local government. These materials can be described but are not available for dissemination since they are personal property of the respective faculty.

Project Director: Charles R. Holloman, Ph.D.

Title Maxwell Professor of Organization Behavior *Department* School of Business Adm.

Address Augusta, GA 30904 *Institution* Augusta College

Title I HEA State Administrator George Brooks, University of Georgia - GEORGIA

Project Title: Public Employees Training, Birmingham, SMSA **Project Duration:** 1977-78

Participants: Public employees of Greater Birmingham, Jefferson County, SMSA **Number Served:** 500 (Estimate)

Project Summary: There were five basic program objectives: (1) To upgrade the bread-and-butter skills of practicing subprofessionals and professionals, whether they be traffic engineers or middle-level managers; (2) to improve awareness of modern methods, whether these be better bridge design or the use of computer in management decision making; (3) to assist in recognizing and developing leadership by feedback through the Personnel Board to the local government departments; (4) to encourage the more alert in-service personnel to seek further professional training on a credit basis; (5) to provide an important forum from which will grow a larger university-local government interaction.

Methods: Training activities for public employees were planned in concert with the Jefferson County Personnel Board and the user groups. A variety of methods were used to deliver the needed training. The specific method to be used depended on the objectives of the training and that method that will best meet the needs of the trainee. Short courses, conferences, and workshops were used, depending on the most appropriate method as perceived by the instructor and the time constraints imposed by the employers of the anticipated enrollees.

Institutionalization, Spin Offs, Future Plans: Training for public employees has become a tradition at UAB Special Studies; however, we have institutionalized our commitment to provide these opportunities for training. We are seeing a spin-off in that the value of university training has been affirmed and the county commissioners have begun a tuition rebate for credit programs. The future plans include a dependency on Title I funds for in-service and continuing education types of programs, while tuition rebates will continue for credit courses. When and if Title I funds are no longer available, the frequency and duration of public employee training will be curtailed due to the lack of local funds.

Materials Developed:
No materials have been developed and published as a result of this training program. Certain curriculum materials have been used and multiple sections of short courses have been offered using the curriculum materials. One program (First Aid and Elements of Accident Prevention) has been developed to the extent that it is institutionalized and could be available to other institutions.

Project Director: Emory C. Hubbard

Title Director, Noncredit Activities *Department* Special Studies

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Birmingham, AL 35294

Institution University of Alabama in Birmingham

Title I HEA State Administrator R. W. Springfield, University of Alabama - ALABAMA

Project Title: Awareness in Community Disaster Preparedness: A Statewide Program for Local Officials

Project Duration: 10 months

Participants: Government officials and community leaders

Number Served: 300

Project Summary: The purpose of this project is providing, through the use of conference/workshop and resource experts, community-based educational programs to assist governmental officials in becoming familiar with their responsibilities in community disaster preparedness. Priorities in planning to limit damage from disaster are most often set by locally elected or appointed officials. Because of the rapidity with which local officials change, they are often poorly informed about their role in community disaster preparedness. This lack of understanding on the part of officials makes community disaster preparedness education a critical need.

Methods: This project will involve local community leaders in a steering committee meeting, at which time an overview of the entire program will be presented. At this meeting we will discuss the purpose and objectives of the program and the individual community will be examined to determine which disaster preparedness needs are most pressing. Also at this time, dates and locations for programs will be established. The conference/workshop will be conducted in one three-hour session, at a time convenient to the local community. The program will address the disaster posture at all levels of government--federal, state and local--to include an in-depth discussion of local disaster preparedness capabilities.

Institutionalization, Spin Offs, Future Plans: Continuing benefits from this program will be significant both to the governmental departments involved and to the general citizen that the departments are preparing to serve during a disaster. Public officials and department heads will become more aware of their departments' role in disaster preparedness; therefore, these people will be able to better train their departments in the functions necessary to protect life and property in the event of a disaster. This program will make officials aware of the interaction of the disaster preparedness function and other governmental functions and will facilitate the setting of priorities and interagency coordination.

Materials Developed:
A simulated disaster (table-top exercise) was developed for each community, based on the community's needs and objectives. These exercises were either used as a part of the conference or left with the officials for use in a follow-up program.

Project Director: John W. Nuss

Title Coordinator/Community Development and Disaster Preparedness Programs

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University of Georgia
Athens, GA 30602

Department Georgia Center

Institution University of Georgia

Title I HEA State Administrator George Brooks, University of Georgia - GEORGIA

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Educational Services for Government Employee Training

Project Duration: 1977-78

Participants: Elected and appointed officials and personnel of Alabama state, county, and municipal government

Number Served: 800

Project Summary: Program development was based upon interviews with appropriate officials and personnel to determine the specific training needs of the units of government. The government employees training program has been housed within the Office of Public Service and Research and has been the specific responsibility of a training coordinator, who carried responsibility for development of innovative programs and for their delivery. Programs have been offered for county and municipal governments and for state agencies in topical areas such as administration, supervision, communications, finance, personnel, and human relations.

Methods: Group discussion, lectures, audiovisual presentations and individual and small group techniques were utilized in the educational program. Each instructor developed handouts and other appropriate training materials to be utilized in their presentation. Programmed learning packages, case studies, and role-playing exercises that encourage individual involvement were utilized.

Institutionalization, Spin Offs, Future Plans: Annual training programs are provided for the Association of County Commissions of Alabama, the Alabama Municipal Revenue Officers Association, Parks and Recreation Officials, and the Alabama Association of Housing Redevelopment Officials. In addition, because of the expertise developed through the Title I programs, the Office of Public Service and Research has been asked to provide training for state and federal agencies that are in addition to the regular Title I activities. Future plans are to expand training opportunities for state government employees and to continue our on-going programs.

Materials Developed: A library collection of materials that have been developed has been established in the Office of Public Service and Research. This presently includes *Municipal Budgeting, Personnel Relations,* and *Auditing Data Processing Systems.* In addition, a program file containing all the handout materials developed for each program is maintained.

Project Director: Dr. Keith J. Ward

Title Director

Address 2232 Haley Center

Department Office of Public Service and Research

Institution Auburn University, Auburn, AL 36830

Title I HEA State Administrator R. W. Springfield, University of Alabama - ALABAMA

Project Title: Guidelines for Municipal Zoning Administration in Maine

Project Duration: 7/1/74-3/15/76

Participants: Municipal elected and appointed officials

Number Served: 121

Project Summary: The purpose of the project was to improve the process of administering local government ordinances by developing and upgrading the technical competencies of members of zoning boards of appeal and municipal code enforcement officers.

Methods: Sixty individuals contributed to the development of five zoning pamphlets. An advisory committee reviewed and commented on drafts of all materials. The coordinator served as editor of the pamphlets and coauthor of one of them. A curriculum package designed to meet the educational needs of present and future code enforcement officers was developed, and a two-day Train the Trainer workshop was held to introduce the curriculum package and develop a well-trained group of instructors. These were developed in cooperation with the Regional Planning Commissions.

Institutionalization, Spin Offs, Future Plans: Subsequent code enforcement workshops have been taught, using the project materials. Central and Southern Maine Vocational Technical Institutes provide the program on an ongoing basis. Requests continue to come from Maine officials for copies of the zoning pamphlets for use in their communities.

Materials Developed:

I. Zoning: An Overview
II. Zoning: The View of the Courts
III. Zoning: Roles and Relationships
IV. Zoning: The Code Enforcement Officer
V. Zoning: The Board of Appeals
A notebook of training materials for a 30-hour Code Enforcement and Administration course

Project Director: Irvine W. Marsters, Jr.

Title Director

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Orono, ME 04473

Department Bureau of Public Administration

Institution University of Maine at Orono

Title I HEA State Administrator Roberta Worrick, University of Maine - MAINE

Project Title: Technical Assistance for Service Delivery for Advisory Neighborhood Commissioners **Project Duration:** 7/1/77-8/31/78

Participants: All District of Columbia ANC's **Number Served:** 260

Project Summary: The purposes of this project were (1) to develop data to assist ANC's to obtain a comprehensive understanding of the issues pertinent to the functioning of the ANC's, (2) to focus on research as a vehicle for substantiating the need for community services and programs, and (3) to assist ANC's to develop the necessary technical skills related to survey research methodology, its design, implementation, and utilization.

Methods: Staff attended approximately 35 participant-observation meetings and collected data on neighborhood issues and the functioning of the ANC's. A survey of ANC commissioners was then made to obtain an involved perspective concerning community issues and solutions. Skills development seminars were held to assist ANC commissioners to utilize research as a tool for recognizing issues, prepare the documentation of issues, and identify significant patterns of community attitudes relevant to the issues. ANC commissioners had an opportunity to participate in a demonstration survey and/or possibly conduct their own survey. Consultation survey research services were provided to ANC's on request.

Institutionalization, Spin Offs, Future Plans: Project data will provide a current evaluation of the Advisory Neighborhood process and will be utilized to determine where further technical assistance efforts may be directed under the state programs of Community Service and Continuing Education. A commitment has been made by the institute to remain involved in this area. The D.C. Community Action Agency requested data. Sections on neighborhood and community issues such as housing, crime, social service, etc. will be useful to the agency in its attempt to ameliorate some of the negative aspects of urban environment.

Materials Developed:

Research Resources Manual
Survey Research Manual
Video tape of survey research seminars
A Study of the Effectiveness of the Advisory Neighborhood Commission Process

Project Director: Ronald W. Walters

Title Professor

Address 2935 Upton Street NW
Washington, DC 20008

Department Social Science Research Center

Institution Howard University

Title I HEA State Administrator Lawrence E. Graves, Department of Human Resources - DISTRICT OF COLUMBIA

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Policy Issue Seminars for Members of the Georgia General Assembly

Project Duration: 1977-78

Participants: State legislators

Number Served: 236 Legislators and 50 Staff

Project Summary: The project primarily consisted of a three-day conference on energy for the Georgia General Assembly. Topics included: (1) Energy Alternatives: Prospects for the Future; (2) The Energy Issue in Perspective; (3) Approaches to Energy Conservation; (4) Energy and Economic Development; and (5) Perspectives on the Role of Government in Energy Policy. The conference was designed, therefore, to better acquaint state legislators with energy issues and to provide them with practical information for use in drafting and analyzing legislation.

Methods: The methodology consisted primarily of presentations by instructors and panel participants, including many internationally and nationally known experts representing academia, private and public institutions, and state and federal agencies. Presentations were followed by question-and-answer periods. The conference also included displays and demonstrations by a variety of exhibitors including the University of Georgia , Georgia Institute of Technology, the U.S. Department of Energy, the National Science Foundation, and the Georgia Forestry Commission.

Institutionalization, Spin Offs, Future Plans: Should the Georgia Legislature enact energy legislation, there is a real possibility that the knowledge gained and the material developed will be utilized in the drafting of such legislation.

Materials Developed: The proceedings of the conference have been edited and published in book form under the title, *Energy Issues and Options*. This has been made available to all state legislators and other interested individuals throughout the state and nation.

Project Director: Walter A. Denero

Title Administrator, Legislative Research Division

Department Institute of Government

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Institution University of Georgia

Title I HEA State Administrator George Brooks, Postsecondary Education Commission - GEORGIA

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: County Officials Program

Project Duration: 1977-78

Participants: Elected county officials

Number Served: 3,000

Project Summary: The project was designed to help county officials solve day-to-day problems and gain a better understanding of all phases of government. Many of our elected and appointed officials come into their responsibilities with very little background training to meet the present-day problems of county government. This program was set up to present to such county officials the latest information obtained through research, institutions of higher learning, regional conferences, state-wide conferences, newsletters, and publications. This program created better understanding of the functions of the various county officeholders and the responsibilities of their respective positions in meeting today's county government problems.

Methods: During the first four months, three statewide conferences were conducted for elected county officials with 1,200 attending. Later, three regional conferences were conducted for newly elected officials. The project staff did research when necessary, wrote and published pamphlets, worked on problem areas and solutions, and acted as a clearinghouse for information pertaining to county government. In recent months, specialists from the program have assisted in activities such as land-use planning, county wage and salary classification, and road system organization. County officials also have received individual assistance from the program.

Institutionalization, Spin Offs, Future Plans: The Institute of County Government was created by the Texas legislature and assigned to Texas A&M University. A major portion of the Institute's outreach activity is devoted to continuing education for elected county officials, and the number of participants has increased each year. Many of the seminars and workshops are held on the campus. Our future plans are to enlarge our staff so that we can hold more regional workshops and give the officials more individual attention.

Materials Developed: "Structure of County Government," "Offices That Make Up County Government," "Key to the Courthouse," "County Treasurer in Action," "Steps in the Trial of a Criminal Case," "Steps in the Trial of a Civil Case," "Pistols in Texas: To Carry or Not to Carry." We also publish the entire proceedings of each statewide conference held on the Texas A&M University campus. We continue to update and make corrections in all of the publications, because laws change from time to time.

Project Director: Charles E. Lawrence

Title Project Leader--Institute of County Government

Address Texas A&M University
College Station, TX 77843

Department Texas Agricultural Extension Service

Institution Texas A&M University

Title I HEA State Administrator Wilbur W. Hurt, Coordinating Board - TEXAS

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Government Services Study of Snohomish County

Project Duration: 6/1/76-8/31/79

Participants: Local governments and residents of South Snohomish County

Number Served: 750 directly
40,000 through media

Project Summary: During the first year of the project several volumes of data concerning the various services provided by the five contiguous cities and the county were collected by a steering committee. In the second year the material was taken to the citizens so that they could react and consider alternatives to existing conditions.

Methods: An eight-page tabloid summary of the study was circulated to 40,000 households. The issues were publicized in three leading newspapers. Several community forums were held and a slide-tape presentation was developed for presentation to service clubs and community groups.

Institutionalization, Spin Offs, Future Plans: In the third year of funding underway, the college is developing and offering courses on various forms of government structures, taxing systems, and other topics related to reorganizing and/or consolidating existing local governments. It is planned for these courses to become continuing education offerings of the college beyond the grant period. Other areas of the state experiencing similar growth problems are looking at the project for models in problem-solving.

Materials Developed:

A 30-minute slide-tape
Curricula on local governments

Project Director: Dr. James Warren

Title President

Department

Address 20000 68th West
Lynnwood, WA 98036

Institution Edmonds Community College

Title I HEA State Administrator Doris Coates, Office of Governor - WASHINGTON

Project Title: Improving Local Government Fiscal Management

Project Duration: 6/1/77-8/31/78

Participants: Municipal elected and appointed officials

Number Served: 321 direct presentation, 497 municipalities

Project Summary: The purpose of the project was to design and introduce a model system of municipal accounting to municipalities throughout the state.

Methods: An advisory committee reviewed each part of a financial management manual as it was prepared by a consultant skilled in Maine municipal finance. The committee provided the necessary operational information on financial activities. A first draft of model accounting procedures was developed and an introductory chapter on municipal accounting was prepared by the consultant, reviewed by the advisory committee, and distributed to all 497 municipalities in the state, soliciting their input into the project. Two pilot communities were selected as test sites for the new model accounting system.

Institutionalization, Spin Offs, Future Plans: When the final draft of the manual is completed, it could potentially be used as a text by the Department of Political Science, University of Maine at Orono, within their public administration program. The system will be tested, finalized, and implementation begun under a new Title I HEA FY 78 grant.

Materials Developed:

A slide presentation (narrative and slides) of the project.
Draft of the *Model Accounting System Manual*
Publication of the introductory chapter on municipal accounting

Project Director: Kathryn H. Godwin

Title Director

Address 162 College Avenue
Orono, ME 04473

Department Bureau of Public Administration

Institution University of Maine at Orono

Title I HEA State Administrator Roberta S. Worrick, University of Maine - MAINE

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Public Service Delivery Improvement Program **Project Duration:** 7/77-7/78

Participants: Managers of local governments and agencies of northwest Ohio **Number Served:** 40

Project Summary: Project objectives were improving the management performance of local government and agency administrators through a series of management development seminars sponsored and staffed by the Universities of Toledo and Akron.

Methods: Nine seminars (2 @ 2 hrs. and 7 @ 4 hrs.) were held covering such topics as personnel problems, management training and development, productivity, labor relations and problems, public finance, accounting techniques, and marketing. Seminar content included case studies based upon participant experiences and case material developed from research completed by program faculty.

Institutionalization, Spin Offs, Future Plans: Additional training programs on specific areas of need have been held.

Materials Developed: None

Project Director: Thomas S. Klein

Title Director of Business Research Center

Address
2801 W. Bancroft
Toledo, OH 43215

Department

Institution University of Toledo

Title I HEA State Administrator Marlene Rushay, Board of Regents - OHIO

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Programs on Issues and Problems of Local Elected Officials

Project Duration: 7/1/77-9/30/78

Participants: Elected or appointed local officials or individuals interested in expanding their political knowledge

Number Served: 1,731

Project Summary: The objective was to develop and execute programs as follows:

(1) In cooperation with the Office of the Attorney General, an education program regarding federal and state requirements on the access and dissemination of information under the control of public agencies

(2) In cooperation with the Arkansas Municipal League, a program on newly enacted federal and state legislation affecting cities and towns, a training program on parliamentary procedure, and a program on requirements relating to federal revenue sharing and unemployment compensation

(3) In cooperation with the Association of Arkansas Counties, a conference on newly enacted federal and state legislation affecting counties.

Methods: Freedom of Information: (1) training session in connection with workshop on governing body procedures, (2) training session in connection with workshop for state prosecuting attorneys, (3) publications distributed to school board members and superintendents and key administrative personnel of institutions of higher learning, (4) citizens handbook distributed to journalists, citizen groups, and the general public.
Training of Municipal Officials: (1) regional training sessions, (2) conference on education and training needs of municipal officials, (3) workshop on governing body procedures, (4) spring conference for municipal officials to provide information on issues of current concern.
Training for County Officials: (1) workshop for prosecuting attorneys and deputies on Amendment 55, (2) spring conference for county officials on current issues.

Institutionalization, Spin Offs, Future Plans:

This type of program is of a continuing nature, as well as the need for support or sponsorship. All possible sources of support, including state appropriations, have been sought in the past and will continue to be sought in the future.

Materials Developed: (1) *County Government and Arkansas Freedom of Information Act*, published jointly by the Attorney General and the Assn. of Arkansas Counties; (2) *Municipal Government and the Arkansas Freedom of Information Act*, published jointly by the Attorney General and the Arkansas Municipal League; (3) *School Districts and the Arkansas Freedom of Information Act*, published jointly by the Attorney General and the Arkansas School Boards Association; (4) *The Arkansas Freedom of Information Act: A Citizen's Handbook*, published jointly by the Attorney General and Sigma Delta Chi, Arkansas Chapter of the Society of Professional Journalists. Copies not available for distribution.

Project Director: Dr. H. W. Stephens

Title Research Associate

Department Community Affairs

Address Division of Community Affairs
346 West Avenue
Fayetteville, AR 72701

Institution University of Arkansas

Title I HEA State Administrator Hugh L. Mills, University of Arkansas - ARKANSAS

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: School for South Carolina Assessing Officials

Project Duration: 4/1/77-9/30/78

Participants: Government assessors

Number Served: 300

Project Summary: This project offered a five-day school for assessors. It offered courses to fit the needs of new employees as well as existing ones so that training could be given on several levels of assessing and so that assessors could be provided with the background they need to qualify for examinations necessary to be recognized fully as assessors.

Methods: The project consisted of a five-day school for South Carolina assessing officials. Six courses were offered by qualified instructors of the International Association of Assessing Officials. These courses included the following topics: fundamentals of real property appraisal, income approach to valuation, appraisal of land, and industrial property appraisal. Two textbooks were used for the school. These were *Property Tax Valuation* and *Mini-Math for Appraisers*. Each course lasted five days.

Institutionalization, Spin Offs, Future Plans: Requests have been received by the Bureau of Governmental Research for similar schools in the future. Time will reveal whether or not the assessors' attending actually gained the knowledge needed to meet state regulations and to keep local revenues from being jeopardized.

Materials Developed: No materials were produced for or by this project.

Project Director: Dr. Charlie Tyer

Title Director

Department Bureau of Governmental Research and Services

Address Bureau of Governmental Research and Services, Gambrell Hall, U.S.C.
Columbia, SC 29208

Institution University of South Carolina

Title I HEA State Administrator John Powers, Commission on Higher Education - SOUTH CAROLINA

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Occupational Safety and Health Training for Selected City, County and State Employees

Project Duration: 1977-78

Participants: Governmental employees

Number Served:

Project Summary: Increasing concern for the occupational health and welfare of the working majority in the United States was made manifest in 1970 by the enaction of the Williams-Steiger Occupational Safety and Health Act, Public Law 91-596. The consistently high frequency and severity of workplace injury and illness coupled with overwhelming evidence of formerly unsuspected hazards generated increasing national concern. The federal legislation enacted specifically excludes employees of state and local government agencies from the crucial protection afforded their counterparts in the business and industrial community.

Methods: The Division of Continuing Education has designed an Adult Education Curriculum in Occupational Safety and Health. The series of 15 short courses, each devoted to a specific safety or industrial hygiene topic, is directed toward developing competent practitioners. The proposed program provides training and skill development without inordinate disruption of job responsibilities. By curriculum design, individuals may receive select training on a specific topic through participation in one of the 18-hour short courses. Through completion of the entire series (270 contact hours), an individual would attain comprehensive ability and receive a certificate as "Occupational Safety and Health Specialist."

Institutionalization, Spin Offs, Future Plans: The effort has brought attention to the importance of safety and industrial hygiene in governmental agencies.

Materials Developed: Materials developed were specifically related to the project and are not otherwise available.

Project Director: Dr. Everett L. DeWhitt, Jr.

Title

Address Wichita, KS 67208

Department Marcus Center for Continuing Education

Institution Wichita State University

Title I HEA State Administrator Gene Kasper, Board of Regents - KANSAS

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Leadership Training for Local Elected Officials

Project Duration: 1 year

Participants: Mayors, city councils, commissioners, city managers, and administrators

Number Served: 180

Project Summary: The purpose of the program is to provide training programs that will assist local elected officials in becoming more effective and efficient policymakers through skill training in decision making, policy analysis, group process, and leadership. The program provides the kind of training to which most elected officials have little access. Sessions are held for individual governing bodies, which provide opportunities for their working on "real" problems while exploring concepts about teamwork.

Methods: Upon the request of the governing body a team goes into a city and holds individual interviews with each governing body member, reads past agendas and minutes, and old newspaper accounts regarding the workings of the governing body. Based on findings from this research, workshops are designed and conducted that fit the individual needs of the group.

Institutionalization, Spin Offs, Future Plans: This project ties into other programs designed and conducted by the Institute of Government for Public Employees. Ideas and findings generated are used to build the idea of a total citywide team that provides the highest level of services possible to its citizens. Because of the interest in this program, the Institute will continue efforts to work with elected officials on leadership programs.

Materials Developed: Articles for public administration publications have been developed. See: "Southern Review of Public Administration," March 1979. Because of the individualized nature of the training programs, no general training manuals are designed.

Project Director: Harold F. Holtz

Title	Administrator	*Department*	Institute of Government
Address	Georgia Center for Continuing Education	*Institution*	University of Georgia

Title I HEA State Administrator George Brooks, University of Georgia - GEORGIA

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Public Administration Seminars

Project Duration: 1977-78

Participants: Elected and appointed city and county officials and staff, federal agency staff, and government board members

Number Served: Approximately 250

Project Summary: This project (1) provided (through seminars, conferences, visitations and consultations) opportunities to explore specific responsibilities and functions of various public officials and lay leaders in executing action programs such as setting up industrial parks, attracting new industries, or expanding industries; (2) provided information on ways of financing municipal developmental programs for its citizens (3) encouraged those qualified to register to do so and vote. (4) gave directions to those who wished to qualify to run for public office.

Methods: Seminars were conducted by selected Tuskegee Institute staff with consultants added from public offices, universities, and federal, regional, private, state and local government agencies. Among areas covered were types of government, how to secure loans, how to raise funds for local government, how to stabilize the cost of utilities, and how to utilize available resources. Staff also made periodic visitation with public officials and some lay leaders within the state. The project represents a long-term institutional program designed to enlarge and enhance its community involvement, service, and continuing education.

Institutionalization, Spin Offs, Future Plans: Indirectly, this project has given impetus to the organization of a few business development centers, a branch of the National Home Builders Association, a city planning board, and a local Chamber of Commerce. Additionally, we are in contact with representatives from the American Association of Small Cities in an effort to obtain some assistance from them. Should this effort come to fruition it will be in our next reports.

Materials Developed:

Evaluative sheet and mimeographed materials on types (forms) of city government

Project Director: G. T. Dowdy

Title Chairman, Division of Social Sciences

Department

Address HH 30, Tuskegee Institute
Tuskegee, AL 36088

Institution Tuskegee Institute

Title I HEA State Administrator R. W. Springfield, University of Alabama - ALABAMA

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Improving Governmental Participation in Economic Development

Project Duration: 12 months

Participants: Elected officials, public administrators, planning staff personnel, businessmen

Number Served: 136

Project Summary: This activity was undertaken to enhance the understanding of private and public decision makers with respect to the interrelationships existing between the private and public sectors in matters concerning economic development. It was designed to prepare elected officials, public administrators, directors, and the professional staff members of planning and development commissions, and managers of private enterprise to participate more effectively in community and area economic development.

Methods: Initially, the program centered around the use of several planning and development commissions as the linkage between the University System and communities. The program was expanded to encompass the Economic Development Council of Georgia. A major statewide workshop was planned and conducted along with three community/area workshops. The major thrust of these workshops was to keep individuals in both the public and private sectors advised of current economic development issues and approaches and to involve them further in economic strategies employed by cities, communities, and economic areas.

Institutionalization, Spin Offs, Future Plans: Although it is recognized that economic development is a continuing process, the activity was successful in that it brought to the Council's attention the need for this type of education and training program which, in future years, will probably require Council financial support. It is successful in that it reached a wide variety of individuals and organizations involved in day-to-day economic development activities. It has provided a forum for those individuals and organizations to interchange ideas and views on economic development issues at community and state levels.

Materials Developed: The materials used in the instructional phases were for the most part centering around current awareness; that is to say that the usual text materials were not required nor used. Where possible the instruction was furnished by knowledgeable personnel both in and out of the University System ranging from the Lieutenant Governor of Georgia to staff personnel of the Engineering Experiment Station and the Institute of Community and Area Development.

Project Director: Robert E. Collier

Title Senior Research Scientist

Address Atlanta, GA 30332

Department Technology & Development Lab, Engineering Experiment Station

Institution Georgia Institute of Technology

Title I HEA State Administrator George Brooks, University of Georgia - GEORGIA

Project Title: Rural Community Development **Project Duration:** 9/1/77-9/30/78

Participants: Clarksville--recognized citizen leaders **Number Served:** 43
Mountain Home--elected or appointed officials

Project Summary: The goal of this project was informing local citizens and leaders of effective approaches to rural community development that they can utilize to improve their local circumstances. The purpose of the project was increasing capabilities to meet local needs and problems through utilization of all applicable resources--local, state, and federal--by local citizens.

Methods: Three training sessions of approximately two and one-half hours per session were given at two locations: Clarksville (Johnson County) and Mountain Home (Baxter County). Six components were examined: understanding rural development, defining community problems and setting priorities, finding the best approaches, locating resources, developing and implementing action programs, and evaluating. Personnel of the Cooperative Extension Service and the Division of Community Affairs conducted the training sessions. Methodology included lecture, group discussion and work, and audiovisual materials. One evaluation session was held at the end of each program, and a follow-up survey was performed after six months.

Institutionalization, Spin Offs, Future Plans: The program concept is to be integrated into the Cooperative Extension Community Resource Development Program, seeking funding to support a statewide effort for training in rural development.

Materials Developed: The sessions utilized materials developed by the Rural Development Network of the Southern Rural Development Center at Mississippi State University. A training packet "Training for Rural Development" was the primary source of materials used for the workshop. This packet was supplemented with materials used by the Cooperative Extension Service in its leadership training program. Packets included handouts, slide/cassette materials, and overhead projector viewgraphs. Copies of the training packet are available from the Southern Rural Development Center.

Project Director: Dr. William S. Bonner

Title Chairperson
Division of Community Affairs
Address University of Arkansas
Fayetteville, AR 72701

Department Division of Community Affairs
Institution University of Arkansas, Fayetteville

Title I HEA State Administrator Hugh L. Mills, University of Arkansas - ARKANSAS

Project Title: Technical Assistance Delivery to Advisory Neighborhood Commissioners

Project Duration: 10/1/77-9/30/78

Participants: Advisory nighborhood commissioners

Number Served: 305

Project Summary: The purpose of the program was to strengthen ANC support and actual competency by enabling ANC's to deal with government as professionally and efficiently as possible. Briefs and litigation strategies were revised after comments were solicited from outside attorneys with expertise. The attorneys consulted included Neighborhood Legal Service attorneys, former program staff attorneys, and members of the private bar.

Methods: Appellate lawsuits were instituted to enforce ANC statutory rights. Action involving legal research, brief writing, and oral advocacy were brought before the D.C. Court of Appeals. ANC's were represented before the Alcoholic Beverage Control Board and the Rental Accommodations Commission. Legal advice and analysis was provided on a wide variety of issues, including ANC funding status, certifications of elections, zoning procedures, etc. The following legal training seminars were presented: Judicial Enforcement for ANC Rights, Home Rule Powers Under the D.C. Charter, ANC Rights and Reponsibilities, Legislative Authority and Process.

Institutionalization, Spin Offs, Future Plans: Public outreach and involvement is a major activity. The legal seminar curricula has been improved. The program has been "spun-off" from Title I to other sources of funding, including contracts with the ANC's and private foundation grants and continued University support. "Post-Title I" is expansion into tenants' rights to purchase residential property in which they live. The Department of Environmental Services ordered the cleanup of private property and public streets after this program advised the ANC on the department's legal authority to provide the relief sought.

Materials Developed: Publications and curriculum materials documenting the methodologies used in training citizen leaders and communications personnel were developed. *Legal Memoranda and Briefs:* analyzing the law of ANC rights, agency rule-making proposals, and tenants' rights of first refusal on residential property; *Law School Curriculum:* seminar on administrative law, zoning liquor licenses, advocacy techniques, and housing policy; *ANC Training Curriculum:* Seminar plans and participatory discussion, problems on home rule, legislative process, and administrative law.

Project Director: Jason I. Newman

Title Director

Address 605 G Street NW, Suite 401
Washington, DC 20001

Department Harrison Institute for Public Law

Institution Georgetown University

Title I HEA State Administrator Lawrence E. Graves, Department of Human Resources - DISTRICT OF COLUMBIA

Project Title: Technical Assistance Delivery to Advisory Neighborhood Commissioners

Project Duration: 10/1/77-9/30/78

Participants: Advisory Neighborhood Commissions

Number Served: 305

Project Summary: The purpose of the program was to strengthen ANC support and actual competency by enabling ANC's to deal with government as professionally and efficiently as possible. Briefs and litigation strategies were revised after comments were solicited from outside attorneys with expertise. The attorneys consulted included Neighborhood Legal Service attorneys, former program staff attorneys, and members of the private bar.

Methods: Appellate lawsuits were instituted to enforce ANC statutory rights. Actions involving legal research, brief writing, and oral advocacy were brought before the DC Court of Appeals. ANC's were represented before the Alcoholic Beverage Control Board and the Rental Accommodations Commission. Legal advice and analysis were provided on a variety of issues, including ANC funding status, certifications of elections, zoning procedures, etc. The following legal training seminars were presented: Judicial Enforcement for ANC Rights, Home Rule Powers under the D.C. Charter, ANC Rights and Responsibilities, Legislative Authority and Process.

Institutionalization, Spin Offs, Future Plans: The legal seminar curricula has been retained and improved. The program has been "spun-off" from Title I to other sources of funding including contracts with the ANC's and private foundation grants as well as continued university support. Post Title I is expansion into the area of tenants' rights to purchase residential property in which they live. The Department of Environmental Services cooperated with ANC's and ordered the clean-up of private property and public streets after this program advised the ANC on the department's legal authority to provide the relief sought.

Materials Developed: Publications and curriculum materials documenting the methodologies used in training citizen leaders and communications personnel. *Legal Memoranda and Briefs:* Analyzing the law of ANC rights, agency rule-making proposals and tenants' rights of first refusal on residential property. *Law School Curriculum:* Seminar on administrative law, zoning liquor licenses, advocacy techniques, and housing policy. *ANC Training Curriculum:* Seminar plans and participatory discussion, problems on home rule, legislative process, and administrative law.

Project Director: Jason I. Newman

Title Director

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Department Harrison Institute for Public Law

Institution Georgetown University

Title I HEA State Administrator Lawrence E. Graves, Department of Human Resources - DISTRICT OF COLUMBIA

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Technical Assistance for Service Delivery for Advisory Neighborhood Commissioners

Project Duration: 7/1/77-8/31/78

Participants: All ANC's in the District of Columbia

Number Served: 260

Project Summary: The purposes of this project were (1) to develop data to assist ANC's to obtain a comprehensive understanding of the issues pertinent to the functioning of the ANC's, (2) to focus on research as a vehicle for substantiating the need for community services and programs, and (3) to assist ANC's to develop the necessary technical skills related to survey research methodology, its design, implementation, and utilization.

Methods: Staff attended approximately 35 meetings and collected data on neighborhood issues and functioning of the ANC's. ANC's were surveyed to obtain perspective concerning community issues and solutions. Skills development seminars were held to assist ANC's to utilize research as a tool for recognizing issues, prepare the documentation of such issues, and identify significant patterns of community attitudes relevant to the issues under consideration. ANC's had an opportunity to participate and/or possibly conduct their own survey. Consultation services on survey research were provided to ANC's on request.

Institutionalization, Spin Offs, Future Plans: Project data will provide an evaluation of the Advisory Neighborhood process. Results will be utilized to determine where further technical assistance may be directed under the state programs of Community Service and Continuing Education. A commitment has been made by the Institute to remain involved in this area. Specific requests for data have been made from the D.C. Community Action Agency. Sections of this program, such as housing, crime, and social services, will be useful to the agency in its attempt to ameliorate some of the negative aspects of urban environment.

Materials Developed:

Research Resources Manual
Survey research manual
Video tape of survey research seminars
A Study of the Effectiveness of the Advisory Neighborhood Commission Process

Project Director: Ronald W. Walters

Title Professor

Department Social Science Research Center

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2935 Upton Street NW
Washington, DC 20008

Institution Howard University

Title I HEA State Administrator Lawrence E. Graves, Department of Human Resources - DISTRICT OF COLUMBIA

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Dayton Area Expenditure Study: a Community Training Program for Practical Change

Project Duration: 7/22/77-8/28/78

Participants: Community leaders in Dayton and surrounding area

Number Served: 72

Project Summary: The major goal of the project was assisting in the development and initiation of a process for metropolitan-wide prioritizing of all public expenditures in the local area. Almost $2 billion in federal, state, and local funds are expended in Montgomery County, Ohio, with such funds being spent by dozens of relatively uncoordinated and autonomous units of government. This program has explored the problem and proposed an alternative (an urban investment strategy) with a broad cross-section of local community leaders.

Methods: A local committee has been formed to explore the options available and to initiate an urban investment strategy for the Dayton, Ohio, area. A great deal of public support has been given to this project with participation in a two-day conference by elected officials, top governmental administrators, labor leaders, and business executives from local major industries.

Institutionalization, Spin Offs, Future Plans: Two faculty members of the sponsoring university are involved in the development of community organizational mechanisms for the initiation of an investment strategy for the Dayton area. Additional workshops/conferences are now being planned and private funding in the amount of $10,000 has been pledged for these activities.

Materials Developed: Limited segments of statistical data originally collected dealing with public expenditures in Montgomery County and a review of the methodology of that study are available.

Project Director: Dr. Willard J. Hutzel

Title Dean, College of Continuing and Community Education

Department

Address 140 E. Monument Avenue
Dayton, OH 45402

Institution Wright State University

Title I HEA State Administrator Marlene Rushay, Board of Regents - OHIO

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Community Development: Estimation of the Demand for Community Projects

Project Duration: 1977-78

Participants: Adults

Number Served:

Project Summary: Before investing in any project which might lead to an increase in local business activity, employment, and income, it is necessary to determine its economic feasibility. A model was developed to assess potential recreation demands for Cumberland, Wisconsin. The project involved formation of a gravity-type model to estimate potential demand for such things as boating facilities, swimming facilities, and a new campground. The technique involved the three following basic steps: (1) delineation of the relevant market; (2) estimation of the total market demand for recreation; and (3) allocation of the total market demand to the various recreational areas, including Cumberland.

Methods: The general technique involved formulation of a gravity (spatial interaction) model to be based upon a number of physical, social, and economic characteristics. Factors included (1) population distribution; (2) family income levels; (3) peoples' desires to participate in recreation-related activities; (4) competitive facilities and their capacities; and (5) distances between recreation areas and the market population. Given the relevant market, the researchers attempted to project the number of recreation trips that might be made from any geographical area to the various points of destination throughout Wisconsin.

Institutionalization, Spin Offs, Future Plans: Project people feel that the gravity-type model used in this project can be expanded and generalized to estimate demand for such things as museums, hospitals, and civic centers. The flexibility of the gravity model makes it an excellent tool for estimating the demand for public as well as private goods and services.

Materials Developed:

Community Development: Estimation of Demand for Community Projects - (a 20-page brochure). Three hundred of these were printed.

Project Director: Dr. Keith Leitner

Title Assistant Professor

Department Economics

Address
Dept. of Economics
UW-Eau Claire
Eau Claire, WI 54701

Institution UW-Eau Claire

Title I HEA State Administrator Lorna M. Miller, University of Wisconsin-Extension - WISCONSIN

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Strengthening Advisory Neighborhood Commissions Through Action Research

Project Duration: 7/1/77-8/30/78

Participants: ANC commissioners, community organizations, agency employees, faculty and students

Number Served: 93

Project Summary: The purpose of this project was to clarify existing working relations with community organizations and district agencies, develop more effective working relations, and develop greater capability on the part of individual ANC commissioners and the ANC as a group to identify and productively handle problems encountered in performing their role. Important components were (1) development of action research and organization development techniques useful and appropriate to working with public organizations in policy-making environments, (2) development of a greater understanding of ANC's as a vehicle for local neighborhood participation in city government, and (3) establishment of working relationships with persons in the local community.

Methods: The institution's School of Government and Public Administration staff attended ANC meetings and examined ANC correspondence. Interviews were scheduled for ANC commissioners, community organization representatives, and district agency employees. Suggested actions which might be taken by the ANC's community organizations, or district agencies were products of workshops held to share the information collected about the ANC role.

Institutionalization, Spin Offs, Future Plans: A greater community consciousness of the ANC role has been developed. The university staff has gained much knowledge about local neighborhood organizations and, in particular, the ANC's, and about the opportunities and problems involved in a university doing action research and organization development with public, political, and neighborhood organizations.

Materials Developed:

Interview schedule for ANC commissioners
Data summaries from interview responses

Project Director: Ted N. Tschudy

Title Professor

Department Government and Public Administration

Address Massachusetts and Nebraska Aves. NW
Washington, D. C. 20016

Institution The American University

Title I HEA State Administrator Lawrence E. Graves, Department of Human Resources - DISTRICT OF COLUMBIA

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Community Organization and Non-Profit Organizations Management Training Project

Project Duration: 7/1/77-6/30/78

Participants: Staff of non-profit organizations.

Number Served:

Project Summary: The project was aimed at providing management training for non-profit organizational personnel and increasing operating efficiency of their organization. The University of Connecticut School of Social Work cooperated with Trinity College by providing consultation, staff assistance, facilities, and endorsement of the project.

Methods: During the first four months of the project, staff concentrated on searching out needs and interests of potential participants. Next, the potential participants' perceptions of their management problems were translated into subject topics. The operational phase included mailing the accumulated promotional material to about 400 agencies, organizations, and individuals. Eight workshops covered such areas as organizational structures, recruitment, and orientation-staff training. The final phase of the project was an evaluation.

Institutionalization, Spin Offs, Future Plans: The University of Connecticut School of Social Work is now discussing how to establish a permanent management training center for human service agencies and community organizations.

Materials Developed: Participant evaluation worksheet.

Project Director: Richard M. Spector

Title Director

Department

Address
300 Summit Street
Hartford, CT 06106

Institution

Title I HEA State Administrator Phyllis Lary, Board of Higher Education - CONNECTICUT

Project Title: Community Service Cooperative: Promoting Mutual Help in Neighborhoods

Project Duration: 1977-78

Participants: Poor and/or isolated citizens

Number Served:

Project Summary: With increasing frequency, communities reflect low levels of citizen involvement in community functions and activities. The widespread feelings of alienation and depersonalization experienced by minority and elderly persons is reflected in the virtual nonexistence of mutual helping systems in many urban neighborhoods. The development of a community service exchange system, coordinating opportunities for cooperation in a central neighborhood-based facility, represents a promising approach to this problem.

Methods: Specific objectives: to reduce alienation by promoting mutual assistance in communities, to develop a community service exchange center providing information on potential cooperative activities, to provide instruction in self-help and mutual assistance to minority and elderly citizens, to increase community cooperation by providing incentives for service exchange, to develop procedures for monitoring consumer satisfaction with service exchanges, to evaluate the effects of a community service cooperative program, and to disseminate community service cooperative procedures to other interested educational institutions and communities.

Institutionalization, Spin Offs, Future Plans: The community service capability of Penn House, a low-income central-service agency, has been expanded through the Skills Exchange program. Outreach efforts have increased the potential number of contacts that the community service agency has with neighborhood residents. The program increases the opportunities for participating community residents to involve themselves in helping each other. The State Council on Aging is evaluating the Skills Exchange program to use in other areas of the state.

Materials Developed: A community service training manual, *The Community Skills Exchange*, was developed, which contains sections describing the service exchange credit system, the information and outreach procedures, operation of the central clearinghouse, instructions for training skills exchange coordinators and evaluating similar exchange programs, record-keeping forms, lists of common services, instructions, and credit values, and a resource directory of similar exchange projects around the country.

Project Director: Dr. Stephen B. Fawcett

Title Research Associate

Address Lawrence, KS 66045

Department *Institution* Institute of Public Affairs and Community Development Continuing Education--University of Kansas

Title I HEA State Administrator Gene Kasper, Board of Regents - KANSAS

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Leadership Development and Service Delivery in Specified Urban Communities **Project Duration:** 8/1/77-9/30/78

Participants: Community leaders, appointed/elected officials, agency/organization personnel, senior citizens **Number Served:** 1,900

Project Summary: The project was divided into two components. The Senior Citizens' component was designed to provide a vehicle through which agency personnel, public officials, community leaders, and seniors could come together to identify needs and coordinate services. Activities included a seniors' day, a workshop entitled "Our Senior Citizens: Future or Futility," organization of Southwest Inter-Agency Council; transportation clearinghouse; Seniors' Needs in 1978 conference; seminar series on medications; and publication of Northeast Denver resource directory for seniors. The Five Points Community Center component provided technical assistance to the center in the areas of board activities, planning, management, staffing, and economic development.

Methods:

Student interns working with community groups
Workshops, seminars
Technical assistance
Events cosponsored with community groups

Institutionalization, Spin Offs, Future Plans: A strong student internship component in the gerontology area; a community services development area of emphasis within the urban studies major; increased federal grant activity in the area of community-related projects; a Schedule 434 budget request for the Title I-initiated College for Living program; increased department/community relationships through the Center for Community Services workshops, institutes, and conferences program; and a full-time staff person to develop community learning centers for credit, noncredit, special programs, and support services to neighborhood locations in the metropolitan area.

Materials Developed:

Senior Citizens' Resource Directory for Northeast Denver's Time-Honored Generation

Project Director: Lynn Murphy

Title	Assistant to the Dean	*Department*	Center for Community Services
Address	1006 11th Street, Box 6 Denver, CO 80204	*Institution*	Metropolitan State College

Title I HEA State Administrator Timothy M. Grieder, Commission on Higher Education - COLORADO

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: The Georgia Downtown Revitalization Project

Project Duration: 12 months

Participants: Public officials, merchants, landowners, and other citizens

Number Served: 450 direct participants

Project Summary: The purpose of the program is fostering the redevelopment of designated central business districts in Georgia. These central trade areas have become blighted and are a liability to the communities. The revitalization project is designed to assist the residents of communities in restoring the economic and social services that once existed in the downtown areas. In turn, the overall community benefits economically and socially.

Methods: Training programs are held in each of the selected communities. The training experience is composed of four, three-hour workshops. Prior to each of the programs, a program planning committee, composed of city and county officials, landowners, merchants, and interested citizens is established. The committee serves to focus a curriculum derived from the causes of CBD deterioration. Examples of the causes are redistribution of the population, demand for consumer convenience, and absentee ownership. To assist in program implementation, photographic surveys, and visual appraisals of designated communities are conducted.

Institutionalization, Spin Offs, Future Plans: A major portion of the Center's outreach activity is public service and involvement. The grant has enabled the Center to develop expertise in this program area and to expand the geographic scope of its outreach activities. The Center is in the process of incorporating the downtown revitalization program into an overall business extension effort. The Center's business extension program will be expanded to include 12 additional units of the University System of Georgia.

Materials Developed: Publication: *Thoughts on the Revival of Downtown, U.S.A.* The publication is available from the Small Business Development Center, College of Business Administration, University of Georgia.

Project Director: Larry R. Bramblett

Title Public Service Associate

Department Small Business Development Center

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University of Georgia, Athens, GA 30602

Institution University of Georgia

Title I HEA State Administrator George Brooks, Postsecondary Education Commission - GEORGIA

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Goals for Goldsboro--Wayne County

Project Duration: 5/1/77-6/30/78

Participants: Community leaders, county commissioners, aldermen, and the public

Number Served: 603

Project Summary: The overall objective of the project was to develop a long-range plan for Goldsboro--Wayne County with priorities and costs, after conducting a needs assessment and reaching consensus on goals. While the long-range impact of this project cannot be determined at this time, a plan was developed which involved a large segment of the community, both ordinary citizens and governmental officials, with the assistance of considerable publicity in the local press.

Methods: The needs assessment was accomplished through a random telephone survey of 305 county residents, 10 community meetings involving 174 individuals, and a written survey of community needs. The goal consensus was obtained in a goal-setting retreat involving 70 participants, followed by the development of the long-range plans.

Institutionalization, Spin Offs, Future Plans: A task force was established under the direction of the Goldsboro Area Chamber of Commerce to refine and update the plan as developed and to make recommendations for action.

Materials Developed: Long-range planning document available from the project director

Project Director: Dr. Edward Wilson

Title Associate Vice President for Instructional Services

Department Instructional Services

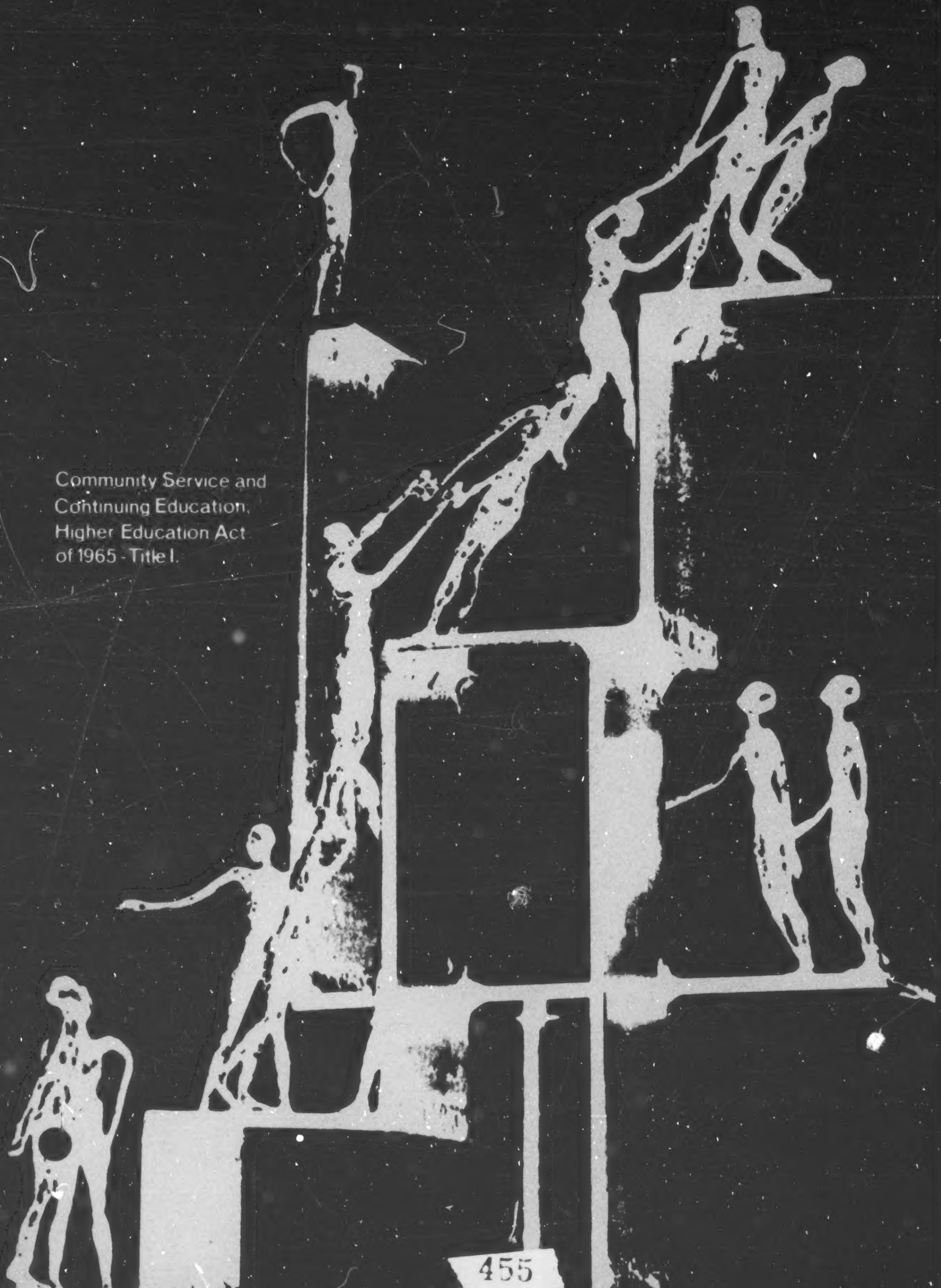
Address
Caller Box 8002
Goldsboro, NC 27530

Institution Wayne Community College

Title I HEA State Administrator Allen W. Rodeheffer, University of North Carolina - NORTH CAROLINA

NEIGHBORHOOD REVITALIZATION

Community Service and
Continuing Education,
Higher Education Act
of 1965 - Title I.



Community Service & Continuing Education

78-180-019

A Higher Education Act, Title I Program Abstract

Project Title: Resources and Materials Sharing Project in Continuing Education for Nurses

Project Duration: 2/1/78 - 1/31/79

Participants: Nurses in 11 counties in North Central Florida

Number Served: 4000

Project Summary: The purpose of this project is to provide a continuing education program to the nurses of an eleven county area of North Central Florida through the development of a model program for a resource and material sharing delivery system. A consortium for the sharing of ideas, resources, and materials will be formed of experienced professionals form the University of Florida, Lake City Community College, Central Florida Community College and Santa Fe Community College.

Methods: The program will develop an economic and cost-effective mechanism for the delivery of the mandated continuing education programs; development of a clearinghouse of continuing education offerings for the nurses of this 11 county area; development of a comprehensive continuing education program and its elemental courses for delivery beginning in January of 1979; and to produce a detailed project document in order to facilitate the replication of the developed resource and material sharing system. It will also conduct workshops for other educational institutions. The content will be presentations of the process of developing and implementing a cost-effective consortium on continuing education for nurses.

Institutionalization, Spin Offs, Future Plans: A survey of health care providers will aide in future planning for continuing education courses. After the initial organization and operation of the consortium, the institutions will then be ready to provide quality continuing education and will be able to operate in a self-supportive manner. At the end of the grant period, a report of proceedings will be disseminated to all associate degree nursing and baccalaureate programs in the state and to the Florida Association of Community Colleges with information regarding the development of a cost-effective consortium for continuing education of nurses.

Materials Developed:

- Model project to be used for replication of this project
- List of education resources
- Record-keeping forms for continuing education offerings
- Catalogue of resources
- Curriculum used in workshop
- Curriculum used in continuing education courses

Project Director: Nancy Teague

Title Project Director

Department School of Nursing

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Gainesville, Florida 32601

Institution Santa Fe Community College

Telephone 904/375-4200

Title I HEA State Administrator

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Increase Self-Maintenance Skills for Older and Disabled People in Noninstitutional Settings

Project Duration: 7/1/77-7/1/78

Participants: Paraprofessionals in home-health care professions

Number Served: 60

Project Summary: Maintaining older and disabled people in noninstitutional settings is a great need. The training of people to serve this population is necessary--homemakers and homemaker-health aides need special training. They could be helped in the psychology of aging, nutritional information, community resources, money management, use and abuse of medication.

Methods: Three series of three workshops were offered on Saturday mornings; two follow-up workshops were held to develop more specific skills.

Institutionalization, Spin Offs, Future Plans: Community Care organization, which was responsible for providing home-health care aides, will continue to offer programs.

Materials Developed: None

Project Director: Frank Samuels

Title Dean

Address 1015 N. 6th Street
Milwaukee, WI 53203

Department General Education

Institution Milwaukee Area Technical College

Title I HEA State Administrator Lorna M. Miller, University of Wisconsin-Extension - WISCONSIN

Project Title: Community Health Planning for Chesterfield and Orangeburg Counties

Project Duration: 7/1/77-9/30/78

Participants: Health organizations and general public

Number Served: No means of ascertaining

Project Summary: The project provided an educational experience for leaders in the community in the process of health care planning. Three health organizations were identified in the Orangeburg area. These agencies included the American Cancer Society, the Tri-County Commission on Alcohol and Drug Abuse, and the Sickle Cell Anemia Foundation. Each of these agencies developed educational programs that were aired on radio and television. Newspaper articles were also developed. The documents subsequently produced from the project, according to the project director, have significant implications on the state, regional, and national scene applicable to health care planning. Unfortunately, the project was limited to Orangeburg County because of political problems in Chesterfield County.

Methods: Since the representatives had rather diverse backgrounds, the experience included directed readings, literature reviews in selected areas, and exposure to DELPHI techniques in planning. The central role proposed for the Medical University was that of facilitator. The Orangeburg Health Care Committee developed 16 subcommittees. The project involved participation of private business, the public, and university sections of the economy. The project used television, radio, and newspapers to increase health awareness. Nine telephone surveys were taken to determine the success of the programs.

Institutionalization, Spin Offs, Future Plans: At the present time, it is projected that this project will have an impact on the health educational institutions in the Orangeburg area. The college located in this area has realized the need, since the completion of this project, to provide for a technical health education curriculum for their students. They are presently in the process of defining the need as identified, developing and implementing additional programs.

Materials Developed: The most significant material produced by this project is the document "Planning for Health Care in the Greater Orangeburg Area: Goals and Objectives." This material has been complemented by an additional volume, which was recently published by the Biometry Imprint Series Press, titled *Community Health Planning: Identifying Goals and Assessing Achievements.*

Project Director: M. Clinton Miller, III, Ph.D.

Title Professor & Chairman

Department Biometry

Address 171 Ashley Avenue
Charleston, SC 29403

Institution Medical University of South Carolina

Title I HEA State Administrator John J. Powers, Commission on Higher Education - SOUTH CAROLINA

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: A Partnership Approach to Consumer Education in Health Care Planning

Project Duration: 4/1/77-9/30/78

Participants: General public and health providers

Number Served: No way of ascertaining

Project Summary: The overall objective of the project was to demonstrate an educational program for improving the effectiveness of consumer participation in health care planning by making these consomer planners more responsive to community needs. The program offered a variety of education experiences including television telecasts, workshops, regional seminars, and personal contacts by mail and telephone that were designed to simplify complex issues, stimulate interest and, thereby, enhance the learning experience. The program experienced limited success due in part to the fact that there was minimal participation by the target population.

Methods: A steering committee composed of representatives from health systems agencies and the South Carolina Hospital Association devoted considerable time to developing consensus regarding the program content to be used in effecting the purpose of the program. A steering committee consisting of consumers, providers, planners, and educators was organized to design education programs and advise implementation of those programs.

Institutionalization, Spin Offs, Future Plans: The programs provided information to consumers that related to the planning process and those who participated indicated a high level of interest in the subject matter and agreed their level of knowledge was increased. However, it can not be assumed that a consumer concern actually exists or that it can be mobilized. An area of worthwhile future study might be directed toward answering the question of how to mobilize the health care consumer's interest in order to encourage participation in the planning of health services.

Materials Developed: The original project proposal included plans for an orientation manual. However in the interim between project approval and implementation, a nationally sponsored manual, published by Arthur Young and Company, was released. This manual was accessible to the state's four health systems agencies. Two closed circuit telecasts were transmitted over South Carolina's Health Communicatons Network.

Project Director: W. Allen Smith, Jr.

Title	Associate Dean for Administration	*Department*	Administration
Address	80 Barre Street Charleston, SC 29401	*Institution*	Medical University of South Carolina

Title I HEA State Administrator John J. Powers, Commission on Higher Education - SOUTH CAROLINA

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Community Health Education

Project Duration: 7/1/77-6/30/78

Participants: Health service workers and consumers of health services

Number Served: 2,319

Project Summary: The Home Health Aide Training Program provided continuing education offerings for health service workers, emergency training of a medical nature to individuals within the community--public school teaching staffs and law enforcement agencies--education activities for health service consumers, and training for individuals who work with the elderly in both nursing home and home settings. Also, this training program facilitated license renewal requirements for individuals who work in the health care fields.

Methods: Twenty-nine different groups or agencies have cooperated with Westark Community College in providing course offerings for 41 health care information courses. Methods of instruction included courses, seminars, workshops, and lectures. A faculty of 48 utilized all types of text material and media to implement the courses.

Institutionalization, Spin Offs, Future Plans: The aim of the project is to become fully self-supported with student fees to continue the project. Noncredit offerings in management for nurses have led to the creation of credit courses in the same area. The project served as the impetus for a sizeable number of health education offerings that the college now provides on a systematic basis; for example: prepared childbirth classes, home health aide classes, legal aspects of nursing, "Coping With the Aging Parent" on gerontology, "Coping Skills for Families of the Chronically Mentally Ill" in conjunction with the local Mental Health Association, and others.

Materials Developed:

Not available

Project Director: Carolyn Branch

Title Chairman

Department Division of Health Occupations

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Division of Health Occupations
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Institution Westark Community College

Title I HEA State Administrator Hugh L. Mills, University of Arkansas - ARKANSAS

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Continuing Education for Health Science

Project Duration: 12 months

Participants: Health science personnel

Number Served: 200 (to date)

Project Summary: The purpose of the project was reinforcing and updating the knowledge, skills, and expertise of providers of health care services. An important component of the program was working with small groups of allied health educators and clinical personnel who are responsible for students learning experiences. A second component of the program will be providing continuing education for health care providers.

Methods: A survey was made of health care supervisors and providers to ascertain their needs. Five workshops from 11 identified segments were scheduled within a 12-month period. Prior to each section institutions and/or personnel were contacted to explain the topic, resource people, time, etc. Flyers, brochures, and telephones have all been used to inform appropriate designees of the workshop section scheduled.

Institutionalization, Spin Offs, Future Plans: One of the six purposes of Albany Junior College is to provide continuing education and public services. The grant enabled the Institution to develop a base for allied health continuing education, as well as facilitated interinstitutional personnel communication.

Materials Developed: Each workshop section facilitator developed or expropriated material relevent to that particular session.

Project Director: Betty Parton

Title Assoc. Professor

Department Dental Hygiene

Address
2400 Gillionville Road
Albany, GA 31707

Institution Albany Junior College

Title I HEA State Administrator George Brooks, Postsecondary Education Commission - GEORGIA

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Continuing Education for Health Workers **Project Duration:** 1977-78

Participants: Pharmacists and other health care providers **Number Served:** 1,500 (projected)

Project Summary: Participants were given current therapeutic information as well as other information on changing modes of health care delivery to better enable them to assume and perform more skilled levels of professional practice. Particular emphasis has been placed on the recognition and ultimate resolution of drug-related therapeutic problems such as patient compliance, recognition and avoidance of potential drug interactions, and adverse drug reactions, monitoring drug therapy, and general patient education.

Methods: Seminars, conferences, and personal interactions

Institutionalization, Spin Offs, Future Plans: We are in the process of expanding our offerings in the area of continuing education for health workers. We are attempting to make use of different types of delivery systems to increase learning while at the same time controlling costs.

Materials Developed: Several presentations have or are being developed for use in these continuing education activities. Supplementary materials are being identified and obtained. These are used to expand on the concepts discussed in the presentation of various speakers.

Project Director: David S. Newton, Ph.D.

Title Director

Address
School of Pharmacy
Auburn University, Auburn,
AL 36830

Department Division of Continuing Education and Extension Services

Institution Auburn University

462

Title I HEA State Administrator R. W. Springfield, University of Alabama - ALABAMA

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Motivation Dynamics for Hospital Personnel

Project Duration: Four months

Participants: Hospital health services managers

Number Served: 16 hospital leaders

Project Summary: The project uses a combination of leader-led discussions along with audiovisual cassette tapes in the delivery of a totally new approach to health care management training and organizational development to hospital personnel in our service area by relating motivation. Theory with real-life applications utilizes the dynamics of human behavior.

Methods: Intense one-to-eight student-instructor ratio of human relations training to hospital supervisors and/or managers by utilizing a seminar format along with detailed workbooks, case examples, current articles, audiovisual cassette tapes, and structural group exercises. Two well qualified professionals instruct and coordinate the activities.

Institutionalization, Spin Offs, Future Plans: A need for this type program was expressed to the college by area hospital administrators. A planned spin-off is for associate career degree programs in the health service management area.

Materials Developed: Information is available: over 300 pages of training material developed specifically for supervisors and managers in the health services area

Project Director: Thomas R. Berry

Title Director of Public Service

Department Public Service

Address P.O. Box 1864
Rome, GA 30161

Institution Floyd Junior College

Title I HEA State Administrator George Brooks, University of Georgia - GEORGIA

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Good Shepherd Training Program for Homemaker Home Health Aides

Project Duration: 1977-78

Participants: Adult women

Number Served: 120

Project Summary: The Good Shepherd Training Program trains low-income women with limited educational background as homemaker home health aides. These women have limited skills and are able to find work in this field that provides services for the elderly, the handicapped, and the ill who are living in their own homes. This is the fastest growing area of the health-related field and, since many of these women are on welfare, it provides them with their first opportunity to become economically self-sufficient. The program, which is 120 hours long, combines nursing skill and home economics.

Methods: The program ran four hours a day, five days a week. The first four days consisted of lectures on various aspects of nursing and home economics. Two days a week, the lectures were followed by demonstrations of the skills related to nursing and food preparation. Equipment and materials were available at the center to support all demonstrations. Fridays were devoted to practicum. In the beginning weeks, nursing skills were practiced under supervision. Later the students worked with homemaker home health aides in an agency, also part of the center. This provided them with practical experience in the homes of the people they will eventually be serving. After completion of this field experience the students spent 20 hours in a nearby hospital under the supervision of one of the staff. This provided them with a well-rounded background.

Institutionalization, Spin Offs, Future Plans: Thus far the program has concentrated on the training of aides, since the demand is great and there are many people who want to come into the program. Between 75% and 80% of the graduates are now employed. Continuing education has been conducted on an informal basis for the past two years. Next year it is planned to have speakers provide information on current concerns of the field and give information that was not included in the training program, aides practice skills and have social interaction to provide the graduates with the opportunity to keep in touch with those they studied with. The following year it is planned to train senior aides in kidney dialysis.

Materials Developed:

Our own training manual has been developed. In addition a student notebook has been formulated that provides the students with study materials written on a level they are able to read (most of them have a very limited reading level).

Project Director: Dr. Ruth E. Norman

Title Project Director

Department Home Economics and Consumer Studies

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Ralph Community Center
1212 East New York Ave.
Brooklyn, NY 11212

Institution
Brooklyn College, CUNY
Brooklyn, NY 11210

Title I HEA State Administrator Robert E. Williams, Regents of the University - NEW YORK

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Development of Health Education and Public Health Information Systems in New Mexico

Project Duration: 6/77-7/79

Participants: Retired persons, educators, and agency employees, plus citizens in northeastern New Mexico

Number Served: Not available

Project Summary: The general goal of this project was increasing the health awareness among the population of the two rural counties of the surrounding areas of northeastern New Mexico. Becuase of the sparsely populated area, there is little medical assistance available to the people living and working in these communities. There was a mobile health system already established that served the basic health needs of the area. This project attempted to make health education a viable part of the mobile health care system. Training was primarily directed toward health agencies' staffs, community volunteers, and public school employees.

Methods: Health information and education services provided by this project had become a vital component in creating health awareness among the residents of these counties. Establishment of a cooperative working agreement with the mobile health system and the advisory committee for this project have been key factors in the program's success. There was a series of outreach methods used in the project including training trainers in the communities to act as health resource people, and conducting training sessions with community organizations such as 4-H clubs or elderly meal sites.

Institutionalization, Spin Offs, Future Plans: The project had little impact on the ongoing programs of the University of New Mexico. However, it did serve to expand the awareness of the need for these types of nontraditional community service activities.

Materials Developed: Several brochures, training aids, newspaper articles, and radio spots were developed for the project. Two video tapes were used in the educational program, one entitled "Help" and the other "Which Doctor."

Project Director: Gene Romo

Title Director of Community Health Development Center

Address University of New Mexico
Albuquerque, NM 87131

Department Institute for Applie
Research Services

Institution University of New Mexico

Title I HEA State Administrator Thomas E. Wilson, Board of Educational Finance - NEW MEXICO

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Service, Information and You (S.I.&U.)

Project Duration: 7/1/78-6/30/68

Participants: Institutions of higher educations, community leaders, citizens

Number Served: 150,000

Project Summary: Service, Information and You serves the 53 county community through a planned, coordinated program of health care information to the public. The purpose of the program is to raise health care and health care system awareness and to improve access and utilization of health care facilities.

Methods: A leath care information needs assessment was accomplished through a random survey of population in service area. This data base combined with citizen/advisor input gives direction to design, content, and medium used for messages. Existing communication channels are to be used including radio, TV, newspaper, hand literature, etc. Consultants, expert in minority community service, advise and evaluate project staff and methodology.

Institutionalization, Spin Offs, Future Plans: The citizen/advisory groups are developed in coordination with needs and goals of the appropriate Health Systems Agency to become permanent community resources. These freestanding consumer health education centers will serve to contribute local energies and various resources to meet community health information needs. The community service through health information program is to be developed as a permanent function of SIU School of Medicine.

Materials Developed: A pilot series of 90-second health messages for TV has been produced as well as radio talk shows. Newspaper health articles, emergency procedure literature, and rural health and safety materials are being developed.

Project Director: Jason R. Barr

Title Assistant Dean for Public Affairs

Department Office of Public Affairs

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Springfield, IL 62708

Institution
School of Medicine
Southern Illinois
University
P.O. Box 3926
Springfield, IL 62708

Title I HEA State Administrator Jacob Jennings, Jr., Board of Higher Education - ILLINOIS

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Mental Health Workshops

Project Duration: 7/1/77-6/30/78

Participants: Foster parents, house parents, nurses, teachers and interested college students

Number Served: 614

Project Summary: The primary intent of this project was to assist human service workers by increasing their level of knowledge of basic principles of human relations, to provide instruction in specific techniques for dealing with children suffering from emotional problems, and to train paraprofessionals in mental health work.

Methods: Seven one-day workshops were presented, six being held on the Harding College campus, and one in the outlying community. One- and two-hour training sessions were presented throughout the year to organizations concerned with child care and health care. Materials were presented in the form of lectures, demonstrations, slides, films, and printed materials. Instruction was provided primarily by one or more of the four staff workers of the Department of Sociology and Social Services and the mental health outreach worker. In addition, a number of professionals in various areas were brought in to lecture.

Institutionalization, Spin Offs, Future Plans: This program has crystallized plans of the department to develop programs emphasizing mental health education. At present, three courses are being planned. Placement of an extension worker at an institution for homeless children and another in an outlying community is a possibility. Additionally, the outreach worker has been asked to present a series of lectures on basic principles of human relations to child care workers and volunteer group leaders.

Materials Developed: Project materials consisted of printed handbooks dealing with principles of human relations and a syllabus for the course of group processes. Most of the materials were disseminated to the project participants.

Project Director: Billy D. Verkler

Title Chairman, Department of Sociology and Social Services

Address
Box 656 Harding College
Searcy, AR 72143

Department Department of Sociology and Social Services

Institution Harding College

Title I HEA State Administrator Hugh L. Mills, University of Arkansas - ARKANSAS

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Educational and Training Program to Prevent Job-Related Illness and Disability in New York City

Project Duration: 9/1/77 to date

Participants: Trade union and community leaders involved in making health-related decisions

Number Served: Approximately 800

Project Summary: The purpose of the program is to train trade union health policymakers and community leaders serving on Health Systems Agency board to apply the principles of health planning in both selection and evaluation of health services, benefits, and programs to improve worker health and to reduce health care costs. The program describes the present health care system and alternatives that have proven to be cost-effective. While trade unions are the single, largest organized group of health consumers and recent legislation has given consumers important decision-making powers, neither group has been provided with the education and training required for the performance of their health decision-making functions. This program seems unique in this respect.

Methods: A series of nine college credit courses was developed and are offered at Cornell University-New York State School of Industrial and Labor Relations in NYC (NYSSILR). Courses are offered at times and locations convenient for working adults. Guest speakers from the fields of medicine, public health, government, labor, and business provide the varied perspectives necessary for decision makers. Techniques include lecture, discussion, role-play, simulation, and case study analysis and problem-solving exercises. Conferences and workshops for unions, government agencies, and consumer groups have been conducted. Finally, a library/resource center has been developed for the use of nonhealth professionals.

Institutionalization, Spin Offs, Future Plans: NYSSILR has worked with the project to develop mechanisms to incorporate project courses into their ongoing credit program. Reports of the program in journals, professional, trade union, and consumer publications have led to requests for assistance in duplication of the program throughout the United States. HEW and the White House Office of Consumer Affairs have requested program participation in the development and conducting of programs that they sponsor. The program may be expanded so that all the extension offices of NYSSILR (6) in New York State will offer the course.

Materials Developed: Publications, curriculum materials, and manuals were developed for each course offered, as well as reports on conferences. They are as follows: COURSES-- Overview of the Health Care System; Nutrition Programs for Unions and Communities; Mental Health at the Workplace; The Government and Health; Issues in Health Maintenance; Health Hazards at the Workplace; Worker/Consumer Involvement in Health; Retirees and the Health Care System; Labor-Management Health Plans; ERISA and Union Health Plans. CONFERENCES-- Understanding Unions and Their Role in Health; Health Care for Working Women; and Labor's Stake in H.M.O.s.

Project Director:
Cynthia K. Hosay

Title Director, Health Studies Program

Department Metropolitan District Office

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Institution Cornell University-New York State School of Industrial and Labor Relations

Title I HEA State Administrator Robert E. Williams, Board of Governors - NEW YORK

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Youth Leadership-Based Program for Prevention and Control of Venereal Disease

Project Duration: 9/1/77-10/31/78

Participants: Former dropouts currently enrolled in a program for high school completion and work training

Number Served: 242

Project Summary: Using young adults as peer instructors, this project was designed to provide factual information regarding prevention and control of venereal disease. The project was deemed successful in improving the knowledge about venereal disease among a small number of people in the out-of-school population, and increased the awareness of communities about the existing venereal disease problem in their areas. While not reaching the estimated number of individuals directly, there is evidence that information was passed through one-to-one contact, continuing after the duration of the project.

Methods: The project operated in three counties (Durham, Granville, and Vance). A unique feature of the project was dissemination of venereal disease information primarily to out-of-school young adults via rap sessions with target groups and the adults who work with them. Rap sessions were conducted in youth hangouts, pool rooms, etc. The intent was to use natural leaders in order to reach those not normally reached.

Institutionalization, Spin Offs, Future Plans: To be continued in a limited way with non-federal funding. Current departmental staff will provide additional services upon request.

Materials Developed: Project evaluation reports and client contact sheets may be obtained from project director.

Project Director: Dr. Howard Fitts

Title Department Chairman

Department Health Education

Address North Carolina Central University
Durham, NC 27707

Institution N. C. Central University

Title I HEA State Administrator Allen Rodeheffer, Board of Governors - NORTH CAROLINA

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Working Conference on Participation of Elected and Appointed Officials in Implementation of the Health Planning and Resources Development Act (PL 93-641)

Project Duration: 6/1/77-9/15/78

Number Served: 174

Project Summary: This project was designed to assist representative elected and public officials from North Carolina counties in the health planning process, particularly the preparation and structure of the Health Systems Plan (HSP) and the Annual Implementation Plan (AIP) and to explain the provisions of the Health Planning and Resources Development Act. Regional conferences were conducted focusing on the development and content of health plans and the role of public officials in the health planning process. A series of six conferences was conducted for public officials across North Carolina.

Methods: Prior to holding conferences, contact was established and support obtained from Health Systems Agencies (HSA), regional planning committees were formed, and conference material was prepared. To insure relevancy and desired content conference planning committees were composed of project staff, HSA staff, HSA board members, local public officials, and members of regional planning regions. The six conferences were conducted on a regional basis with attendees coming from the counties of each region.

Institutionalization, Spin Offs, Future Plans: Conferences, presentations, and/or work sessions on a county level as a follow-up to the regional conferences will be conducted upon request.

Materials Developed: "Public Officials' Views of the Health Planning Process" available through the Division of Community Health Service, UNC School of Public Health

Project Director: Dr. Robert R. Robinson

Title Director, Technical Assistance Unit

Department Division of Community Health

Address School of Public Health
UNC at Chapel Hill, Chapel Hill, NC 27514

Institution UNC at Chapel Hill

Title I HEA State Administrator Allen Rodeheffer, Board of Governors - NORTH CAROLINA

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Adult Counseling: Serving the Whole Person **Project Duration:** 1977-78

Participants: Counselor, social workers, other human service providers **Number Served:** Approximately 250

Project Summary: Through a series of two-hour workshops, the participants were trained in improving their counseling skills. The instruction was based upon viewing the "whole person" as a client and stressed the importance of a humanistic philosophy in counseling.

Methods: Twelve two-hour workshops were presented at six different sites. Participants attended the program during their normal work hours. Instructors utilized group discussions to emphasize lecture highlights.

Institutionalization, Spin Offs, Future Plans: This program led us to make a regional needs assessment of hospital training, which has contributed to many successful continuing education programs. Allied health training is now an important ingredient in our overall programming.

Materials Developed: No materials were developed.

Project Director: Dr. David Haddock

Title Director, Continuing Education *Department* Continuing Education

Address Carrollton, GA 30118 *Institution* West Georgia College

471

Title I HEA State Administrator George Brooks, Postsecondary Education Commission - GEORGIA

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Techniques for Dealing with Terminal Illness **Project Duration:** 12 months

Participants: Human service workers in eastern Georgia **Number Served:** 875

Project Summary: The purpose of the project is enhancing the skills and performance capabilities of persons in human service positions who serve the elderly, terminally ill, and those families facing the problems of illness, death, grief, and bereavement in eastern Georgia.

Methods: The project efforts consist of three distinct but interrelated stages: (1) community inputs into program planning and design; (2) conducting occupational skill development workshops; and (3) organizing community training seminars. The initial stage utilized discussions with members of the community and key participants. The second stage provided five occupational skill development workshops in each of the target areas offering instruction, simulation, and skill improvement activities. The final stage provides a community training seminar in each of the target areas. These seminars include formal presentations by a panel of resource consultants. A second element of the seminars is open, flexible, and informal round-table discussions between panelists and participants.

Institutionalization, Spin Offs, Future Plans: Since this project is currently underway, the spin-offs are not yet evident. However, the project is serving as a catalyst to discussion and action among community residents concerning problems of the aged and the development of strategies for responding to these problems. The project should culminate in the development of a consortium to deal with problems of death and dying, which will continue to function beyond the scope of the proposed activities.

Materials Developed: Various handouts and brochures, which are used to illustrate materials in presentations and to inform participants about continuing services.

Project Director: Charlene R. Black
Larry A. Platt

Title Associate Professors

Department Sociology and Anthropo Anthropology

Address Department of Sociology/Anthropology
Georgia Southern College
Statesboro, GA 30458

Institution Georgia Southern College

Title I HEA State Administrator George Brooks, Postsecondary Education Commission - GEORGIA

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Educare: Improving Health Care Services by Upgrading Allied Health Paraprofessionals

Project Duration: 7/1/78-6/30/79

Participants: Professional and nonprofessional allied health personnel

Number Served: 534

Project Summary: The project proposes to attack a major health care problem of rural southern Illinois residents by making allied health personnel more sensitive to the special needs of the aged and minority group members through increased opportunities for continuing education and skills acquisition. This project touches the neglected majority of health workers, e.g., the paraprofessionals. As a class of health worker, these persons are lowest paid, most disadvantaged, least educated, and enter their work most ill-prepared to tend to patient's needs. Yet, they spend more time with patients than do the educated professional.

Methods: Miniworkshops located in the nursing homes and hospitals where the paraprofessional is employed; self-study materials to be developed later.

Institutionalization, Spin Offs, Future Plans: Educare's objective is to give this class of worker additional training, which can be used immediately on the job and channel them into the mainstream of continued education or enrollment in a community college or university allied health training program, thereby relieving the critical shortage of trained professionals and providing better care.

Materials Developed: Curriculum materials for the following topics:

"Are You Listening" - focus on empathic listening
"Basic Concepts of Aging"
"Cardiopulmonary Resusitation" - CPR
"Infection Control"

Project Director: Andrew H. Marcec

Title Director

Address
Washington Square C
Southern Illinois University
Carbondale, IL 62901

Department Division of Continuing Education

Institution
Southern Illinois
University
Carbondale, Illinois

Title I HEA State Administrator Jacob Jennings, Jr., Board of Higher Education - ILLINOIS

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Enhancement of Health Opportunities for Citizen and Community Development in Rural Colorado

Project Duration: 5/1/78-6/31/79

Field Time: 6/78-10/78

Participants: Univ. of Colo. Med. Ctr., Colo. Dept. of Educ., Migrant Council, Dept. of Public Health, Dept. of Rural & Migrant Coalition, approx. 20 rural Colo. communities.

Number Served:

Project Summary:

1. Provided health services to 13,000 rural, seasonal, and migrant agricultural workers, which included 25,600 patient encounters.
2. Identified and recruited 35 rural residents into health positions during the agricultural season. Twelve (34%) of these residents were then placed in further employment and educational programs.
3. Integrated 18 rural dentists and 44 rural physicians into the program supervising 15 teams of interdisciplinary health science students (N=97) and health aids (N=35).
4. Held open-house presentations of the coalition and team approach to rural health care delivery in 15 rural communities involving approximately 100 rural residents.

Methods:

1. A coalition approach unifying common goals and objectives of six state agencies to provide primary health care services to migrant and rural poor farmworkers.
2. The use of the interdisciplinary team approach involving medicine, nursing, dentistry, midlevel practitioners, nutrition, and health education to provide primary health care services.
3. Holding community open houses to promulgate the coalition and team approach.
4. Recruiting rural residents into health careers by having the residents participate and work with an interdisciplinary team of health professional students.

Institutionalization, Spin Offs, Future Plans: From the questionnaires taken at the open house in the rural communities, 74% of the residents felt a program of this nature on a year-round basis would be helpful. Further funding should be supplied to carry out this initiative. The UCMC has been hampered in further development of the program beacuse of the expiration of its federal rural preceptorship grant.

Materials Developed:

Project Director: Stephen E. Barnett, M.D.

Title Assistant Professor in Pediatrics and Preventive Medicine

Department Preventive Medicine

Address 4200 E. 9th Avenue, Box C-245
Denver, CO

Institution University of Colorado Medical Center

Title I HEA State Administrator Timothy M. Grieder, Commission on Higher Education - COLORADO

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Homemaker/Home Health Training Program **Project Duration:** 7/1/78-6/30/79

Participants: Unemployed or underemployed women **Number Served:** Sixty

Project Summary: The short course (eight weeks, or 120 hours) was developed for mature women to work with families in homes. The purpose is providing a training program for homemakers/home health care aides. Trainees come from the Metro-East area. Age is not a requirement for enrolling, however, women over 45 are encouraged to attend. Upon completion of the training, a listing of the trainees is sent to various agencies for potential employment.

Methods: The course meets four hours each day for four days a week. Many methods are utilized in the teaching process: lecture/discussion; films; guest speakers; observations at various centers; a practical experience in nursing homes; an in-home practicum; field trips and "on-hands" learning experiences of basic nursing skills; and review of home management skills under the direction of a home economist and registered nurse.

Institutionalization, Spin Offs, Future Plans: The course is to be offered at SIU-East St. Louis Center at least once next year. Because of the high demand for Homemaker/Home Health workers in the Metro-East area, the college will continue to seek funding for this public service program.

Materials Developed: None; the materials utilized for class were current articles. Also used the Red Cross Home Nursing Book. Materials were collected in a packet by each aide.

Project Director: Dr. Rowena Lutz

Title Home Economist in Special Program *Department* Special Programs

Address Box 130
Edwardsville, IL 62025

Institution Southern Illinois
University-Edwardsville

Title I HEA State Administrator Jacob Jennings, Jr., Board of Higher Education - ILLINOIS

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Community-Based Health Advocates Training Programs

Project Duration: 7/1/76-6/30/78

Participants: Direct service providers with low-level rank in health advocacy training agencies serving low-income people

Number Served: 641

Project Summary: The recent economic downturn across the nation and in Rhode Island, coupled with skyrocketing health care costs, has increased the already existing need of low- and fixed-income Rhode Island residents for access to health care regardless of ability to pay. The purpose of this project was identifying and training 300 community-based health advocates. It included service staffs of social agencies whose primary focus was on specific medically needy groups. It also trained 400 new health advocates: nursing students, medical students, union staff, parish social concerns committees, and homemaker health aides.

Methods: The curriculum offered practical knowledge of the health system, methods and techniques for approaching health system problems, and resource materials.

Institutionalization, Spin Offs, Future Plans:

Materials Developed:

Project Director: Dr. William Whit, On-Campus Director, Rhode Island College

Title Will Collette, Field Director,
Rhode Island Health Advocates

Department

Address Rhode Island Health Advocates
19 Davis Street
Providence, RI 02908

Institution Rhode Island College

Title I HEA State Administrator Elizabeth S. Palter, Postsecondary Education Commission - RHODE ISLAND

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Alcohol Awareness Workshop

Project Duration: 8/1/77-9/29/78

Participants: Health educators and community health workers

Number Served: 38 plus

Project Summary: Because of the increasing tendency among the youth of today to use and abuse alcohol, these habits of the adult world become critical when accompanied by the lack of knowledge concerning the effects of these habits. This workshop was targeted at those groups who play an integral role in youth alcohol education: health educators and community health workers, as well as the youth themselves. The program was aimed at increasing the awareness of alcohol problems and providing training opportunities for the schools and the community to equip them to deal with youth alcohol problems.

Methods: Public television provides an ideal medium to reach the maximum number of persons who share concern about the alcohol problem, as consistent and accurate information can be disseminated via TV. A series of presentations based on information specific to Rhode Island included films and discussions. It was geared to the needs of those persons who desperately need to have more detailed information about alcohol use, abuse, and treatment.

Institutionalization, Spin Offs, Future Plans:

Materials Developed: TV presentations

Project Director: Adrienne R. Dowling, WSBE-TV

Title

Department

Address
WSBE-TV, Channel 36
24 Mason Street
Providence, RI 02903

Institution Rhode Island College

Title I HEA State Administrator Elizabeth S. Palter, Postsecondary Education Commission - RHODE ISLAND

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Short Term Training for Service and Health Professionals in Care of Rape Victims

Project Duration: 9/1/77-10/30/78

Participants: First encounter personnel for rape victims

Number Served: 185

Project Summary: This project, directed toward professionals who are most likely to have early contact with rape victims, sought to make participants aware of values and biases that may impair victim recovery. To dispel myths about rape victims' culpability, to convey the role of medical personnel in successful prosecution of rapists, and to spur the addition of rape victim treatment to the medical school curriculum. Participants included nurses, social workers, psychologists, counselors, emergency medical technicians, emergency physicians, hospital administrators, and policement--exactly the mix hoped for. The project was attended by personnel who were highly motivated to improve procedures in handling rape victims.

Methods: Training was provided through day-long workshops and medical conferences centering on coverage of needs and problems of rape victims and experiential practice in offering emotional support. Complex social prejudices confronting victims in each institutional area (family, peers, health care, counseling, police, and courtroom) were portrayed. The legalities of sexual assault and their implications for health professionals were described. Rules for effective recording of evidence were illustrated with vivid simulation of how courtroom procedures can be expedited by factual, nonjudgmental reporting.

Institutionalization, Spin Offs, Future Plans: Improved procedures for handling rape victims in medical facilities such as emergency rooms and family practice, pediatric and outpatient offices are direct results of this project. Resident training programs are slated to include additional consideration of sexual assault. It is believed that the project thrust will be continued in the increased emphasis of this subject in the medical curriculum.

Materials Developed: Handouts and script for demonstration of effective (professional) and ineffective (but attempting to be "helpful") testimony by medical witness are available from project director.

Project Director: Dr. Samuel R. Pinneau

Title Assistant Professor of Social Psychology

Department Social Psychology

Address Bowman Gray School of Medicine
Winston-Salem, NC 27103

Institution Wake Forest University

Title I HEA State Administrator Allen W. Rodeheffer, University of North Carolina - NORTH CAROLINA

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Programs of Continuing Education to Improve the Provisions of Health Service and Health Benefits to Minority and Low-Income Clientele

Project Duration: 7/1/77-11/30/78

Participants: Minority and low-income persons in small towns and rural areas

Number Served: 2,760

Project Summary: This program of continuing education was directed toward improving the delivery of health care services and health benefits to minority and low-income clientele in Guilford and Randolph counties, N.C. An initial survey showed that the greatest needs were for training programs for persons providing services to mentally and physically handicapped and the elderly. The project provided (1) information about health care needs, (2) increased public awareness of the existing health problems, (3) stimulus for organization of a nonprofit community health practices association, (4) initiation of application for National Health Service Corps assistance, (5) initiation of a successful minority physician recruitment effort and (6) establishment of linkages among service and health agencies.

Methods: Surveys and data collection to determine level of existing services and needs and improve health care delivery were made. Through cooperation with local community leaders, community health practices organizations were established and assistance of the National Health Service Corps was obtained. All races and persons of various economic levels were involved.

Institutionalization, Spin Offs, Future Plans: The establishment and management of a community-based health practice was the most noteworthy accomplishment. Project continues to serve persons at the lower economic levels. The National Health Service sent rural representatives from colleges in 40 Southern communities to review and evaluate the project.

Materials Developed: Brochure for conferences and workshops

Project Director: Dr. Sampson Buie

Title Community Relations Specialist

Department Adult Education

Address
Box G-25 Adult Education and
Community Services
N.C. A&T State University
Greensboro, NC 27411

Institution N.C. A&T State University

Title I HEA State Administrator Allen W. Rodeheffer, University of North Carolina - NORTH CAROLINA

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Cable TV Public Service Program

Project Duration: 9/1/77-8/31/78

Participants: Health care workers and health care consumers

Number Served: 4,000 intended

Project Summary: The objective of the project was establishment of a system that would link up to the community cable TV system to provide citizens of the north central Arkansas region with a health care information program. This program was intended to make the general public aware of available health care services and to provide continuing education programming to aid the health worker, the health consumer, and the nonhealth worker who is in contact with health-related community situations.

Methods: Sessions were planned on a weekly basis, with consumer demand being the key to increased frequency of presentations. The project was intended to have a microwave TV transmission between Arkansas College and the Community Antenna Company of Batesville, to provide for community outreach in continuing education programming, local government activity coverage and dissemination, health services awareness, and non-credit education programming. However, delays in communication with three microwave companies, difficulties in constructing a new microwave system, contract and license problems with the FCC, and time losses caused an unforeseeable postponement of the completion of the project.

Institutionalization, Spin Offs, Future Plans: Due to licensure and contract problems, this project was not completed by the intended date; however, the equipment has now been installed, and work will continue through institutional support.

Materials Developed: Not available

Project Director: Dr. R. W. Williams

Title Allied Health Coordinator

Department Health & Biology

Address
Arkansas College
Batesville, AR 72501

Institution Arkansas College

Title I HEA State Administrator Hugh L. Mills, University of Arkansas - ARKANSAS

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Continuing Education for Health Services and Manpower Planning

Project Duration: 6/77-7/78

Participants: Persons involved in health planning in state agencies

Number Served: 60

Project Summary: Health planning has become an integral part of the health care system within the United States over the last 15 years. The major reason for this has been the rapid rise in health costs, particularly hospital costs. Professional health educators need continuing education that allows them to keep abreast of the important developments in the analytical techniques of health planning.

Methods: A continuing education course consisting of 12 sessions was conducted at the State Health Agency in Santa Fe each week from September 20 to December 6. Each session last two-and-one-quarter hours. The topics covered were: benefit/cost analysis and the allocation of health resources, health manpower demand and supply in New Mexico and the United States, an economic perspective of the hospital industry and hospital cost increases, the development of prospective reimbursement for hospitals, and trends in health insurance within the United States. These same sessions were repeated in the Albuquerque area from January through May.

Institutionalization, Spin Offs, Future Plans: The project allowed the project director to become more directly involved in health planning in the state. It appears that this type of education and technical assistance will continue to expand the need for expertise provided by the state medical school.

Materials Developed: No special materials were developed for this program.

Project Director: Dr. Max D. Bennett

Title Assistant Professor

Department Family, Community and Emergency Medicine

Address University of New Mexico Medical School
Albuquerque, NM 87131

Institution University of New Mexico Medical School

481

Title I HEA State Administrator Thomas E. Wilson, Board of Educational Finance - NEW MEXICO

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Community-Based Health Education Program **Project Duration:** 8/1/78-6/30/79

Participants: Senior citizen or low-income public housing groups; Public Assistance (PA) students **Number Served:** 75 participants 25 PA students

Project Summary: This community-based health education project is targeted for senior citizens or low-income housing groups in five geographical areas in Oklahome County with the purpose of helping ensure that they can use the health system to their maximum benefit. Despite governmental assistance programs, such seemingly simple tasks as deciding when to go to the doctor, making an appointment, getting to the doctor's office, or getting a prescription filled can be highly problematic to the elderly or poor. Five courses will be conducted in ten weekly two-hour sessions held in community facilities. Course content will utilize the guidelines of Dr. Keith Sehnert in *How to Be Your Own Doctor--Sometimes*. This project will also evaluate the feasibility of continued use of PA students in community service-related instruction.

Methods: Project coordination is being provided by the Department of Family Practice, Community Medicine and Dentistry of the University of Oklahoma Health Sciences Center. An assistant professor of this department is program director, and instruction and topic leaders are graduate faculty PAs and PA students on clinical rotation. Instructional activities are conducted through the use of "medical kits" and printed materials. Instructional methods include total group and small group discussions, guest speakers, lecture-inquiry and role playing where appropriate. Participants utilize their own health needs, medical histories, and health care experiences to learn how to read their own signs and symptoms. Evaluations are conducted after each class.

Institutionalization, Spin Offs, Future Plans: Course participants may be effective in helping people deal more efficiently with health care problems; PA students may become better socialized to the value of community service in medical practice and to the importance of counseling for preventive health care awareness; the adaptability of the Activated Patient course taught by PA students will be explored for the Oklahoma Talk Back Television System. If the program is successful in answering a community need and aiding PA socialization, the Department of Family Practice will continue it indefinitely. University ties and accessibility to Oklahoma City agencies will be strengthened.

Materials Developed: There will be five successive course evaluations, and materials for the following ten units will be developed and refined as the project continues: (1) responsibility for your own health care: concepts on prevention and medical self-help; (2) your medicine chest: friend or foe; (3) how to choose and use your doctor and make the health system work for you; (4) listening to your body; (5) medical emergencies; (6) common illnesses; (7) the thinking body: Yoga and you; (8) nutrition and the dangers of eating American style; (9) alcoholism and medicines: two aspects of drug abuse; (1) coping: response-ability to life.

Project Director: Robert F. Hill, Ph.D.

Title Assistant Professor

Address
P.O. Box No. 26901
Oklahoma City, OK 73190

Department Family Practice, Community Medicine and Dentistry

Institution
University of Oklahoma
Health Sciences Center

Title I HEA State Administrator Jerry L. Hargis, Olahoma State Regents - OKLAHOMA

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: A Traveling Exhibit--Seminar Program to Rural Areas of Idaho

Project Duration: 4/77-6/78

Participants: Rural citizens

Number Served: 515

Project Summary: An existing trailer was modified to house different representative samples of archeological history. This was taken to communities in southeastern Idaho to be seen and studied by citizens in various areas. The contents of the exhibit helped educate participants about their archeological past in the communities in which they reside.

Methods: The trailer was parked near a historical museum or library and its location was advertised. The seminar in each city consisted of topics about paleontology, examples of gigantism in ice-age mammals, a carnivore-trap on the Snake River plain, and description of Lake Bonneville and the ice-age mammals trapped in the Bonneville Flood approximately 30,000 years ago.

Institutionalization, Spin Offs, Future Plans: The trailer is in operation and will be used all over the state. It will help educate Idaho citizens to their archeological past. No future Title IA funds are needed as other sources of funding will support the travels of this trailer.

Materials Developed: Museum exhibits

Project Director: David T. Wright

Title Director, Museum of Natural History

Address Idaho State University
Pocatello, ID 83209

Department Idaho Museum of Natural History

Institution Idaho State University

Title I HEA State Administrator Rose Bowman, State Postsecondary Education Commission - IDAHO

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Interlibrary Resource Sharing

Project Duration: 10/1/77-9/30/78

Participants: Low-income citizens, people looking for employment, residents not served by NACC & NARL branches or bookmobile*

Number Served: 4,000 intended

Project Summary: The aim of the program was to provide microfiche readers and trained library personnel in communities where not currently available; to make existing library resources more accessible by putting NACC & NARL card catalogues on microfiche and making copies available at all class locations; to provide microfiche service to local government, educational, and community agencies for recording and sharing of records; and to make residents of seven North Arkansas counties aware of available library resources.

* NACC--North Arkansas Community College
* NARL--North Arkansas Regional Library

Methods: Microfiche readers were placed in areas that needed them, and personnel were trained to use the equipment. Card catalogues of the NACC and NARL were photographed on microfilm for development as microfiche. Local agencies were informed of the availability of the equipment, and project staff worked with these agencies to determine how they could make efficient use of the documents and resources. The program was given coverage through local media and demonstration sessions were held. Off-campus classes were informed of the service through bulletins, visits, and in-service training of instructors.

Institutionalization, Spin Offs, Future Plans: The initial union catalogue will be updated annually. Microfiche readers will be used for sharing the area job bank from the Arkansas Employment Security Agency, microfilming genealogical records for research by area citizens, and access to materials available only, or more cheaply, on microfiche. The project will be continued through institutional funding.

Materials Developed: A master card catalogue from the North Arkansas Community College and North Arkansas Regional Library files was compiled and copies distributed to other area libraries and areas not presently served by NACC or NARL.

Project Director: Merle Vincent

Title Director of Learning Resources Center

Department Learning Resources Center

Address
North Arkansas Community College
Pioneer Ridge
Harrison, AR 72601

Institution North Arkansas Community College

Title I HEA State Administrator Hugh L. Mills, University of Arkansas - ARKANSAS

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Village Library Workshop

Project Duration: 1977-1978

Participants: Village librarians

Number Served: 15

Project Summary: This project provided basic skills to untrained village librarians in the Seward Peninsula region. Fifteen librarians, serving a population of 1,800, received training in two three-day workshops held in Nome in the fall and spring of 1977-78. Participants received college credit through the cooperative education program of Northwest Community College.

Methods: The workshops provided students with an introduction to the basic processes and resources necessary to the operation and growth of small village libraries. Training included the problems in daily operation, the potential role of the library in the village, statewide library resources, funding sources, and community visibility through advertising. The project used 15 institutional and community representatives as resource persons and instructors. The workshops accomplished the program objective of emphasizing the librarian's role as community liaison with the regional library, village organizations, schools, adult basic education programs, and the general public.

Institutionalization, Spin Offs, Future Plans: Follow-up activities included required monthly circulation reports, reporting on new library procedures such as card catalog systems, and reports regarding library or community activities initiated as a result of training received. As a result of the successful training activities and enthusiastic participant response, Northwest Community College is considering the development of course outlines for a career ladder library program leading to a certificate or degree.

Materials Developed: To facilitate the development of similar training programs in other regions, workshop program materials are available to interested persons through the Kegoayah Kozga Library in Nome.

Project Director: Noralee Itchoak

Title Director, Kegoayah Kozga Library

Department in cooperation with:

Address Box 53
Nome, AK 99762

Institution Northwest Community College

Title I HEA State Administrator Jane Maynard, Commission on Postsecondary Education - ALASKA

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Law of Our Fathers

Project Duration: 1977-78

Participants: Village elders of Point Hope, Alaska

Number Served: Approximately 3,000 via mass media

Project Summary: The goal of "Law of Our Father" was the preservation of the Inupiat cultural heritage through the production of a 30-minute color film for public television documenting the complete cycles of the whale hunt. Since whales are a primary food source, life in Point Hope centers around the whaling activities, which extend far beyond the hunting season. The film depicts activities that begin with the preparation of the tools and weapons, the construction of the umiaks (skin boats), then the hunt, which culminates in dividing the kill in the village, and the subsequent celebration.

Methods: The film examined the laws that have governed the whale hunt for generations and that still pervade all aspects of Inupiat society. This is the message of "Law of Our Fathers": In a confusing period of social transition, with pressures from the "outside" to change from a subsistence to a cash economy, the old values and traditions must be preserved for native and nonnative alike so that pride in the native heritage is not sacrificed in the name of progress. The film is intended for a statewide viewing audience via the satellite television network.

Institutionalization, Spin Offs, Future Plans: This film has been shown at the Alaska Federation of Natives Annual Convention, the Statewide media Relations Workshop in Anchorage, and the National Conference of Title I-A Administrators in Minneapolis. Segments were aired nationally on the CBS Evening News. The film has also received an enthusiastic response and positive evaluations from the village of Point Hope, the Mauneluk Association in Kotzebue, the North Slope Borough and Borough School District, the Arctic Slope Regional Corporation, the Naval Arctic Research Lab, and the National Marine Fisheries Service.

Materials Developed: Copies of the film are available on /4" video cassette along with promotional materials from KUAC/TV for $77 per copy. Copies are also available on loan from the UA Fairbanks Media Services Library and the State Film Library.

Project Director: Moses Wassilie

Title Producer/Director

Department KUAC/TV

Address
University of Alaska
Fairbanks, AK 99701

Institution University of Alaska

Title I HEA State Administrator Jane Maynard, Commission on Postsecondary Education - ALASKA

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Ethnic Heritage Resources for Community Education

Project Duration: 1977-78

Participants: Adults representing ethnic groups in southeastern Michigan

Number Served: 3,00

Project Summary: This project addresses the problem of ethnic and racial communities which are culturally isolated. This results in a lack of adequate levels of participation in planning and development processes. The problem is compounded by limited access to resources, educational opportunities, and inter-community communications. The objective of this project is to establish a framework that will be effective in facilitating the solution of community-identified problems and that has the potential to continue beyond the expiration of the project resources. Community problems will be addressed through the establishment of a Detroit-based resource center, utilizing both new and existing resources. Continuing education opportunities will be expanded through libraries, television, workshops, and courses.

Methods: The project activities can be divided into three areas: resource sharing, training, and information. The first activity planned is the creation of a community-accessible, Detroit-based resource and referral center. The second is to conduct training in three pilot areas: in-service teacher training, health professions continuing education, and community leadership workshops directed at increasing participation in the planning and development processes. Finally, increase access of information pertaining to ethnic community issues through a monthly newsletter that will be sent to approximately 3,000 persons. In addition, a series of 35 TV programs and related community education forums are being produced separately but in conjunction with this project.

Institutionalization, Spin Offs, Future Plans: This project could result in a permanent institutional base for the Michigan Ethnic Heritage Studies Center. It was developed in response to a direct request from the community-based ethnic organization.

Materials Developed: A core library of reference materials and teacher training resource kits and ethnic directories.

Project Director: William Cave

Title Professor

Address Ann Arbor, MI 48109

Department Sociology and Adult Education

Institution University of Michigan

Title I HEA State Administrator Richard J. Smith, Department of Education - MICHIGAN

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Government and the Arts

Project Duration: 5/5/77-9/30/78

Participants: Arts councils, local governments, and citizens of the state

Number Served: 1,000 directly
104,400 media

Project Summary: This project dealt with communications--among art commissions and their local governments, with neighboring arts councils across the state, and with the general public in building awareness of the difficulties in the public funding of the arts.

Methods: A statewide survey was conducted among existing art organizations. This strategy was picked up by the Governor's staff in the development of the state's *Artsplan*. A publication was issued concerning the structure and administration of local art commissions. A half-hour TV show was produced depicting a wide variety of art forms across the state that are publicly supported.

Institutionalization, Spin Offs, Future Plans: The spin-offs were that Title I had a strong role in the *Artsplan*, and the TV show was picked up by the PBS stations in Spokane and Yakima with their own local panel discussions following the showing of the film with audience call-in questions. There is a backlog of requests for future use of the film.

Materials Developed: A manual on arts organizations
A half-hour TV film, "Art in Washington"

Project Director: Lucille Fuller

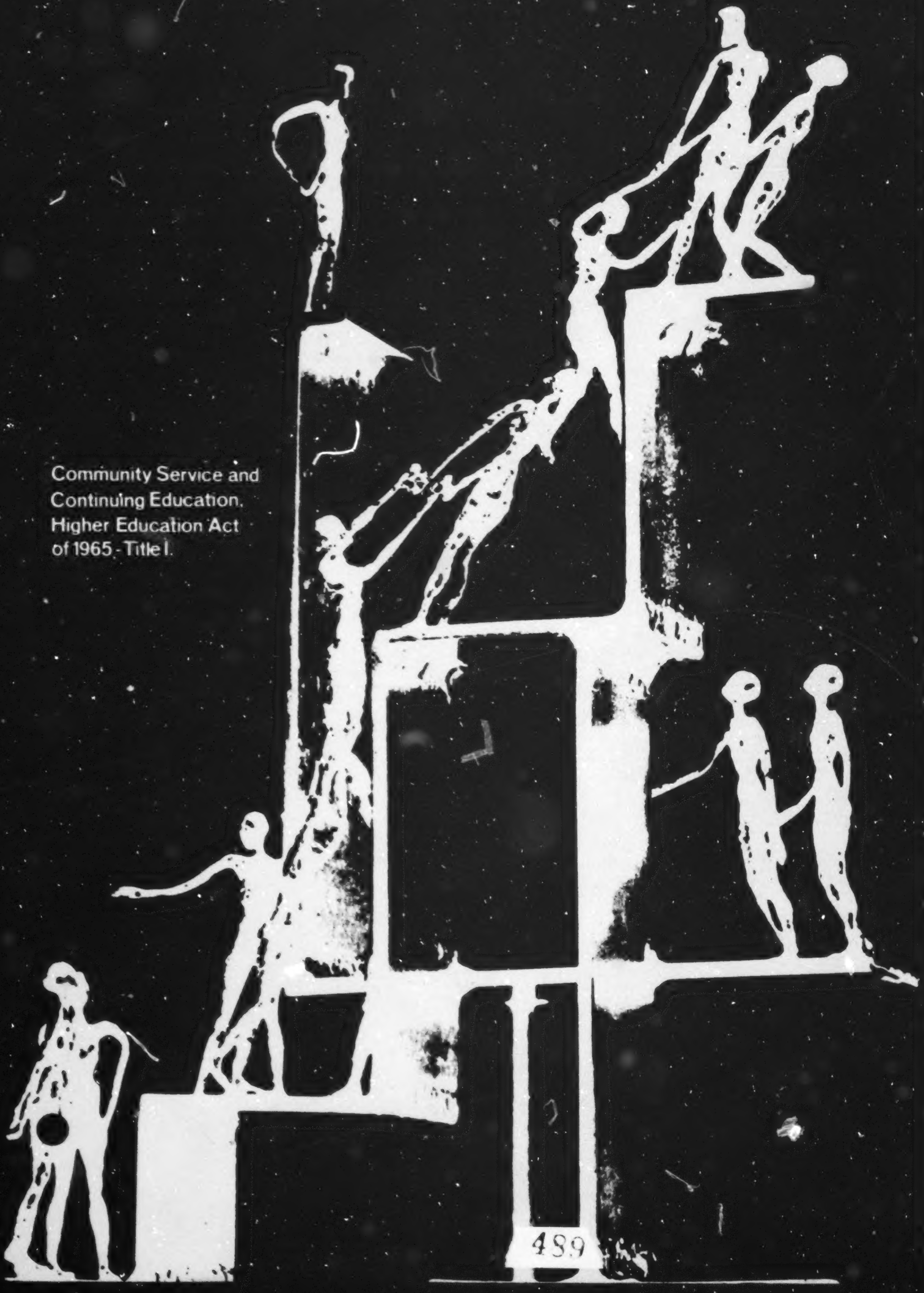
Title Information Specialist

Address 3935 University Way NE
Seattle, WA 98105

Department Institute of Government

Institution Research, College of Public Affairs
University of Washington

Title I HEA State Administrator Doris Coates, Office of Governor - WASHINGTON



Community Service and
Continuing Education,
Higher Education Act
of 1965 - Title I.

EDUCATION
PLANNING

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Academic Advising and Assessment of Experiential Learning Program

Project Duration: 4/1/77-6/30/78

Participants: Participants were representatives of a six-member consortium of institutions of higher education

Number Served: 70

Project Summary: The objectives of the project were to establish compatible policies and mechanisms at each of the six member institutions (two technical colleges, two four-year public institutions, and two four-year private institutions) that would permit the institution to award credit, exemption, and placement based upon the assessment of prior learning; participate in a cooperative academic advising and assessment program; and establish a mechanism for the operation of a cooperative academic advising and assessment center by the consortium institutions.

Methods: Each institution appointed two members to the Coordinating Committee of the Consortium. A consultant with expertise in the area of experiential learning was selected to assist the committee. Position papers, consultations, faculty training materials, and audiovisual materials have all been used to assist member institutions.

Institutionalization, Spin Offs, Future Plans: The consortium has been designated as a CAEL (Council for the Advancement of Experiential Learning) cluster. Other institutions have expressed interest and have been included as observer institutions. The project director has also been asked to consult with many other Ohio postsecondary institutions and the project has created a significant amount of interest and impact. Two portfolio development courses are being organized for use on a trial basis by the consortium.

Materials Developed: Position papers, slide tape presentations, overheads for faculty and institutional training programs, and a handbook for portfolio assessment have been developed. A library collection of books and pamphlets has also been put together.

Project Director: Betty Menson

Title Coordinator, Ohio Consortium on Experiential Learning

Department

Address
Tupper Hall, Room 302
Athens, OH 45701

Institution Ohio University

Title I HEA State Administrator Marlene Rushay, Board of Regents - OHIO

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Huerfano County Higher Education Opportunity Center

Project Duration: Two years

Participants: Adults in Huerfano County

Number Served: 500-600

Project Summary: A representative of the college in the community assessed adult education needs in the community, and the resources of the College were brought to the community to serve these needs. Mostly, this amounted to setting up classes in specific skills at times and places convenient to the clientele.

Methods: In brief, the methods are those used by a businessman in a small town to make a success of his enterprise: circulate among the people, earn their trust, find out their needs, and then deliver the services.

Institutionalization, Spin Offs, Future Plans: In the future, we hope to establish the community representative in Walsenburg as a permanent staff member housed in a small facility that would include office space and a small instruction area. With this as the base, a variety of adult education activities will be conducted throughout the county, including a few classes from four-year colleges and universities.

Materials Developed: This project does not aim to develop materials. It attempts to deliver needed services.

Project Director: Gerald E. Nix

Title Director of Evening Classes and Community Services

Department

Address
Trinidad State Junior College
Trinidad, CO 81082

Institution Trinidad State Junior College

491

Title I HEA State Administrator Timothy M. Grieder, Commission on Higher Education - COLORADO

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Preparation of Peer Leadership as Continuing Education Linkers and Group Advocates

Project Duration: 1977-78

Participants: Peer leaders and agency staff serving the aged, handicapped, and women

Number Served: 600

Project Summary: The project was designed to increase the participation of three educationally by-passed groups, women, elderly, and the physically handicapped, in post-secondary continuing education by helping to eliminate some of the barriers to their participation. The barriers identified are: lack of appropriate and timely information; personal and social--a feeling of educational and intellectual inadequacy and inappropriateness of individuals in their life situation being in college; institutional--physical obstacles, availability of supportive services and non-admissability. The project was allied closely with the already existing network of self-help groups and agencies serving these three groups to prepare peer leaders and staff so that they can effectively advise about continuing education. These advising efforts were also supported by the collection and dissemination of information relevant to educational needs of these groups. In addition, programs were held for participating campuses to help increase their ability to serve these three population groups.

Methods: (1) Training programs to prepare key peer leaders and agency staff to serve as continuing education linkers (advisors); (2) workshops for staff of area colleges to help them reduce barriers and enable them to serve these groups better; (3) three publications aimed at each target group to identify supportive services and special programs and provisions; (4) organizing leadership representatives of each group to serve as an advocacy group for better educational opportunities for them.

Institutionalization, Spin Offs, Future Plans: (1) A number of local organizations have held seminars for women utilizing our publications as the basic resource document; (2) a number of community agencies utilizing this material for counseling purposes are currently exploring how to organize to fund its updating and develop other information documents; (3) the area council of senior citizens is organizing a major education effort and has placed better tuition privileges at public institutions as a high priority lobbying item; and (4) representatives of area colleges are now meeting regularly to explore how to better serve the handicapped.

Materials Developed:

A Directory for Women: Learning Resources and Supportive Services
Educational Opportunities and Supportive Services for the Handicapped (in progress)
Educational Opportunities for Seniors Through Area Colleges (in progress)
Outlines of Linker training seminars

Project Director: Marc S. Salisch

Title	Executive Director	*Department*	College Association for Lifelong Learning (CALL)
Address	Box 489 Latham, NY 12110	*Institution*	Hudson-Mohawk Association of Colleges and Universities

Title I HEA State Administrator Charles F. Graber, State Education Department - NEW YORK

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Community Service and Continuing Education Project

Project Duration: 6/1/77-7/31/78

Participants: Adults in transition and homeowners

Number Served: 1,250

Project Summary: The major thrust of this project was a series of self-help workshops for adults facing life crisis situations, such as career change, divorce, or parenthood. A second purpose of the project was to provide energy conservation information to homeowners through a workshop offered in various locations in the region.

Methods: A 30-hour training program was conducted for leaders of self-help workshops. Participants included faculty members of the four cooperating colleges, counselors and community resource persons. Self-help workshops and seminars were then presented in communities throughout the region. Topics included: parenting, professional growth and career planning, sexual abuse, self-awareness, aids for victims of sexual assaults, assertiveness training, and health issues. A workshop entitled "How to Save Money by Conserving Energy" was conducted in ten locations.

Institutionalization, Spin Offs, Future Plans: A new organization, the Sexual Assault Help Center, was developed as a spin-off of the project. Personnel for the Center were trained by the project as were workers for Crisis Hotline in Wheeling. As a follow-up activity, the consortium is establishing a Women's Resource Center.

Materials Developed: A 30-minute slide presentation on personal growth and development was designed to be used as an introduction to career planning. It explains the six personality themes around which vocations are discussed.

Project Director: Maggie Garrison

Title Director, Upper Ohio Valley Consortium

Department Box 34

Address
West Liberty State College
West Liberty, WV 26075

Institution West Liberty State College

Title I HEA State Administrator Joyce W. Daniels, State Board of Regents - WEST VIRGINIA

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Cooperation and Resource Sharing Among Consortia and Appropriate Educational Television Stations

Project Duration:

Participants: College and public television personnel; students

Number Served: 380,000

Project Summary: Public television offers one more important means to reach and attract, as students, the public outside the traditional school and college cohorts: the disabled, the disadvantaged, and the elderly. This project has as its major purpose the improvement in relationships between groups of colleges and universities, on the one hand, and on the other, the public television stations that serve their regions. At the same time we hope to strengthen intercollege cooperation for the benefits in cost effectiveness thus realized.

Methods: We have offered and promoted college level telecourses on three different public television stations this year. Hundreds of students have been involved and extensive interrelationships have been developed between college personnel and the public network and stations. Public television officials and college continuing education directors are brought together; courses are studied, chosen, and promoted; and numbers of students are served.

Institutionalization, Spin Offs, Future Plans: We have submitted a continuation request for this grant for next year, which will extend the benefits realized broadly throughout the state. We have already realized substantial cost savings where several stations offer the same telecourse and several colleges in a region incorporate it into a program of study. This program will be continued and expanded. As we proceed we make increasingly effective use of the resource in higher education that public television represents.

Materials Developed: We have developed substantially increased understanding of the complexities and opportunities inherent in use of the public television network at the college and university level.

Project Director: Robert M. Briber

Title Executive Director

Department

Address 849 New Loudon Road
Latham, NY 12110

Institution Hudson-Mohawk Association of Colleges and Universities

Title I HEA State Administrator Charles F. Graber, State Education Department - NEW YORK

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Oklahoma Symposium on Adult Continuing Education

Project Duration: 8/1/78-6/30/79

Participants: O.C.C.E. Staff, University of Oklahoma Faculty and staff and continuing education specialists from Oklahoma

Number Served: Approx. 100

Project Summary: This symposium will be offered to adult continuing educators throughout the state of Oklahoma. Its purpose is twofold: (1) to furnish Oklahoma's adult educators exposure to current national and local thought and activities in the field of continuing education, (2) to share skills and resources in developing and implementing continuing education programs in areas such as program support, innovation, and understanding client needs. National leaders will share their insights and experiences in developing programs for adults. Speakers will furnish a review of program areas from their departments that have unusual appeal or adaptive potential. Administrators and continuing education specialists at the University of Oklahoma will also meet for a day of anaylsis and planning, building on insights gained at the symposium. Approximately two months later, a one day follow-up session will be held at which national leaders in the field of adult continuing education will meet with University of Oklahoma staff members to study implications for the university as reflected in the major presentations of the symposium.

Methods: During the first two days of the symposium, lectures and panel and group discussions will be used. Methods used the third day will consist of problem-solving group exercises. The follow-up session will consist of informal presentations and small group discussions.

Institutionalization, Spin Offs, Future Plans: This project is designed, specifically, to enrich and strengthen all continuing education programs in the state of Oklahoma by providing new information on varied aspects of continuing education. The seminar will provide a basis for analysis and planning at the University of Oklahoma. This symposium will set a precedent for future conferences, offering exchange of information and ideas. Future continuing education conferences may be financed by participant support.

Materials Developed: A report of presentations and major findings will be reproduced and distributed to participants of the symposium.

Project Director: Floyd Taylor

Title	Director	*Department*	Special Programs
Address	1700 Asp Avenue Norman, OK 73037	*Institution*	University of Oklahoma

Title I HEA State Administrator Jerry L. Hargis, State Regents for Higher Education - OHIO

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Community Education Services

Project Duration: 1977-78

Participants: Community Education program staff, and potential consumers of expanded programs

Number Served: 4,150 estimated

Project Summary: Delta College, in cooperation with the Saginaw Valley Community Education Association, is proposing to establish an office of support services to local community education programs in the three counties of Bay, Midland, and Saginaw. The purpose of this office will be to encourage and assist local community education directors to initiate cooperative programs and to share resources; to provide comprehensive and up-to-date information on educational, cultural, and entertainment resources available to the tri-county area; to assist program directors to locate and mobilize area services to address the education-related needs of the adult population; and to enable and assist program directors in becoming involved in community development activities. The goal of the project is to increase the quantity and quality of program offerings to the local population while providing support services to community education directors in long-range planning, program development, and community organization.

Methods: An Office of Community Education Services in the Community Affairs division of Delta College has been created. The office functions will be guided by a task force consisting of community education directors appointed by the association and Delta College staff having responsibilities for community and off-campus affairs. Specific activities of the office will include (1) compiling an inventory of relevant resources in the tri-county area and designing a system for keeping it up to date, (2) organizing and scheduling cooperatively sponsored programs, and (3) generating communications and service linkages between area institutions and local community education programs.

Institutionalization, Spin Offs, Future Plans: Future plans for the project include designing and conducting community development training programs for community education and community agency staff, volunteer and community associations, etc., as well as professional development workshops for community education providers. Resources, information, and activity developed by the project will help establish a Community Service and Development Center at Delta College to consolidate the resources within Delta to make them more readily accessible to the community, and to serve a brokerage function for community education and community service activity, and for assistance in leadership and process aspects of community development.

Materials Developed:

A *Tri-County Community Education Resources Directory* will be published and distributed to community schools and agencies. Eventually we hope to develop a continually updated computerized inventory of area services and resources.

Project Director: DeNell Borrello

Title Community Education Services Coordinator

Department Community Affairs

Address
Delta College
University Center, MI 48710

Institution Delta College

Title I HEA State Administrator Richard J. Smith, State Board of Education - MICHIGAN

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Neighborhood College Project **Project Duration:** 1977-78

Participants: Out-of-school community adults **Number Served:** 750

Project Summary: The Neighborhood College Project brings together three unique elements in the Newark community--Essex County College, the Leaguers, Inc., and the North Ward Educational and Cultural Center. These three groups represent a unique blend of elements within the Newark community. The major services to be provided are threefold: (1) outreach into the neighborhood in both the north and south wards of Newark with the message of higher educational opportunity; (2) liaison and coalition activities between a black and white ethnic neighborhood in New Jersey's largest city; (3) classroom college credit instruction at the community-based centers in Newark's neighborhoods.

Methods: Wide dissemination of material on program in recruitment; supportive student services; newspaper publication as joint campus project; joint seminars; liberal arts curriculum instruction; and assisted participation in megastructure activities at the main college campus.

Institutionalization, Spin Offs, Future Plans: Having completed its third and final year of Title I funding in 1978, the Neighborhood College Project has become an institutionalized program as part of the community thrust of Essex County College. Title I funds have brought a concept into reality and are transforming that reality into an institution in Newark, New Jersey.

Materials Developed: None

Project Director: Charles G. Lovallo

Title Associate Dean, Community and Extension Programs *Department* Community Programs

Address 303 University Avenue, Newark, NJ *Institution* Essex County College

Title I HEA State Administrator Robert C. Holmes, Department of Higher Education - NEW JERSEY

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Clearinghouse-Training and Education Opportunities for Human Service Providers

Project Duration: Six months

Participants: Human service providers

Number Served: 200 human service providers in approximately 400 social service agencies

Project Summary:
To determine if in-service training and education needs are being met in approximately 400 social service agencies in a four-county area of northwest Georgia. If these needs are not being met, a plan for implementing a clearinghouse for coordination and dissemination of training and education information will be developed. The project's goal is coordination of educational opportunities in human service in order to maximize use of educational/training services, eliminate duplication of services, use available resources more completely, and promote sharing of resources.

Methods: A needs assessment is currently being conducted of 400 public and private sector human service agencies to determine if training needs of in-service workers are being met, and the feasibility of establishing a clearinghouse for coordinating training opportunities among social service agencies and area trainers. The needs assessment is being conducted in public forum, by survey questionnaire, and by individual interview of key training personnel in social service agencies throughout a four-county area.

Institutionalization, Spin Offs, Future Plans: The project will determine if training needs are being met, and if not, the most viable ways of proceeding in order to meet those needs. It is anticipated that the project will stimulate interagency communication channels and foster agency interest in sharing training resources and training personnel. In this way, trainers and consumers will be able to maximize training opportunities and explicitly meet needs as seen by human service workers themselves. Also, it is expected to introduce a larger volume and diversity of available training opportunities to agencies in this geographical area.

Materials Developed: This planning grant will be a concentrated, coordinated effort to determine the need for a clearinghouse and will result in: (1) information indicating the degree of need and a means for coordinating these diverse services; (2) a clearinghouse model; and (3) updated Interagency Council directories for four counties.

Project Director: James D. McKeel

Title Associate Professor of Psychology and Director Human Services/Mental Health Technology Program

Department Social Science

Address
P.O. Box 1864
Rome, GA 30161

Institution Floyd Junior College

Title I HEA State Administrator George Brooks, Postsecondary Education Commission - GEORGIA

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Forums for Planning a Centralized Agency for Continuing Education Information

Project Duration: 12 months

Participants: Adult and continuing educators in the metropolitan Atlanta area

Number Served: 13 institutions

Project Summary: The objective of the planning is to examine the methods of conveying information about continuing education activities within colleges and universities in the metropolitan Atlanta area and to plan a centralized agency to collect, classify, and distribute the information.

Methods: A total of three planning forums will be conducted throughout the course of the project. The purpose of these is to ensure input from all participating institutions. In addition, questionnaires have been completed by all institutions potentially involved. A computer program is currently being written that will accommodate all program information and will permit efficient and effective distribution of information to all participating institutions.

Institutionalization, Spin Offs, Future Plans: It is anticipated that through further funds the proposed agency will be implemented within the metropolitan Atlanta area and will involve all colleges and universities that offer continuing education. It is further anticipated that staff will also continue to investigate the possiblity of expanding the centralized agency to include all sources of continuing education activities within the metropolitan Atlanta area.

Materials Developed: The computer program to convey continuing education program information will be the major material developed. In addition, it is anticipated that a short monograph will be developed upon completion of the project to outline progress and problems encountered during the project in an effort to aid individuals in other areas who are considering undertaking a similar project.

Project Director: Elizabeth S arrow Robertson

Title Program Development Specialist

Department Division of Public Service

Address University Plaza

Institution Georgia State University

Title I HEA State Administrator George Brooks, University of Georgia - GEORGIA

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Mid-Maine Survey of Continuing Education Needs, Resources, and Systems--Region IV

Project Duration: 6/15/77-6/30/78

Participants: Bangor Community College, Bangor Theological Seminary, Husson College, Maine Maritime Academy, College of the Atlantic, Beal College, EMUTI, Univ. of Maine at Orono

Number Served: 8 institutions; adults in Region III

Project Summary: The purpose was to assess continuing education needs and interests and obstacles to participation on the part of adults in Penobscot, Piscataquis, and Hancock counties. Our region, Region III, participated in a statewide survey of residents; we also conducted surveys of adult students enrolled in our region's institutions to identify problems. In addition, we surveyed regional employers to assess employer attitudes toward continuing education for employees.

Methods: The statewide survey of residents was conducted house to house by SSRI. The regional surveys of students and employers were conducted by mailed questionnaires jointly prepared by the region's cooperating institutions listed above.

Institutionalization, Spin Offs, Future Plans: Aside from this year's resource assessment being conducted by UMA, I am not aware of any direct, immediate spin-offs.

Materials Developed: Region III developed three survey instruments--one to identify institutional services to adults in the region, one to identify problems of adults currently enrolled in participating institutions, and one to assess regional employer attitudes. All three surveys resulted in detailed, printed summaries available to interested parties.

Project Director: William J. Phillips

Title Associate Professor of English

Department English

Address
111 Dow Hall,
Bangor Community College
Bangor, ME

Institution Bangor Community College

Title I HEA State Administrator Roberta Worrick, University of Maine at Orono - MAINE

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Adult Learners: New Responses to New Needs **Project Duration:** 4/1/77-9/1/78

Participants: Continuing education decision-makers and service providers **Number Served:** 462

Project Summary: The project sought to (1) update continuing education decision-makers and service providers about new trends and new needs of adult learners; (2) identify ways of effecting legislative responses to lifelong learning needs; (3) describe the process of adopting institutional goals, setting evaluation standards, and agreeing on priorities; (4) strengthen coordinative relationships among participating institutions, as well as suggest ways to improve the relationships between institutions and the adult learner; and (5) share the findings and recommendations with other members of the statewide educational community.

Methods: A series of workshops were conducted in various areas of the state dealing with such topics as the adult learner: a view from the executive suite, education as a marketable commodity, federal trends in financing post-secondary education for adult students. There were three phases of the project. Phase I dealth with decisions-makers; Phase II dealt with service providers; Phase III was an evaluation of the results.

Institutionalization, Spin Offs, Future Plans:

Materials Developed: A booklet entitled *Adult Learners: New Responses to New Needs* brings together the recommendations and observations shared by the speakers at five regional decision-makers' programs. Cassette tape recordings at each seminar were made.

Project Director: Waldemar Kostrzewa

Title Project Director

Address 200 Bloomfield Avenue
West Hartford, CT 06117

Department Adult Educational Services

Institution University of Hartford

Title I HEA State Administrator Phyllis Lary, Board of Higher Education - CONNECTICUT

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Workshop to Facilitate Implementation of New Continuing Education Opportunities for Adults

Project Duration: 1977-78

Participants: Continuing Education and Adult Education Personnel

Number Served:

Project Summary: The workshop addressed the following learning problem areas for adults: (1) Competency-based learning opportunities; (2) Media delivery--TV, radio, Telenet, etc. (3) Learning resource support (4) Student advisement services.

The overall objectives for the workshop were (1) evaluate and analyze continuing education or community service needs of adults living and working in Kansas, (2) explain and analyze currently existing continuing education and community service opportunities for Kansas adults, (3) explore strategies for improving educational services to Kansas adults, and (4) explore strategies for the development of interinstitutional and multiinstitutional continuing education and community services capabilities to support adult educational needs.

Methods: Two two-and-a-half-day workshops were held with one in the western end of the state and the other in the eastern end. The format for the workshops was built around the presentation of information papers followed by a series of small workshop discussions and recommendation sessions.

Institutionalization, Spin Offs, Future Plans: The program was effective in planning materials for higher education institutions in the state. Members of the Statewide Advisory Committee for Title IA were in attendance and used the information developed in the conference in their deliberations on the following year's State Plan Amendments. The Kansas Council for Community Service and Continuing Education also used the conference results in their program planning for the following year.

Materials Developed: No materials were developed as a result of the project that are available for distribution.

Project Director: Dr. Norman Harold

Title

Address Manhattan, KS 66506

Department Division of Continuing Education

Institution Kansas State University

Title I HEA State Administrator Gene Kasper, Board of Regents - KANSAS

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Statewide Information Network for Education

Project Duration: 1977-78

Participants: New Jersey adults

Number Served: 2,200

Project Summary: The basic purpose was creating a central focus for information on post-secondary learning opportunities and career information for all citizens of the state. The major thrust of the project was a toll-free telephone hotline that placed any caller within New Jersey in touch with an information specialists to answer questions directly, send detailed information on any institution or special program in the state, or refer the individual to a specific source of information. The specialist also, where appropriate, offered to find specific answers to any question and return the call. This service required the cooperation of all institutions and agencies serving the target population. These institutions and agencies were eager to supply information, to improve the format of their own published information, and to monitor the network themselves to be assured that accurate information was supplied to clients. Another feature of the network was development of a weekly newspaper column in a question and answer format. The column, a focus for the publicity in any given region concerning programs at local institutions, served 33,000 directly and 10,000 indir indirectly.

Methods: Research, telephone response, correspondence, referral to counseling or other educational services

Institutionalization, Spin Offs, Future Plans: Anticipated that the function of the service will be funded through the state when federal funding is no longer available.

Materials Developed: *Going to College in New Jersey,* a guide to undergraduate opportunities in New Jersey

Project Director: Jean Titterington

Title Director of Counseling and Information Services

Department Counseling and Information Services

Address Forrestal Center - Forrestal Road
Princeton, NJ 08540

Institution Thomas A. Edison College

Title I HEA State Administrator Robert C. Holmes, Department of Higher Education - NEW JERSEY

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Rural Human Services Educational Project **Project Duration:** 7/1/77-5/12/78

Participants: People from human service agencies **Number Served:** 36

Project Summary: The objective of the project was to provide tuition-free accredited coursework in the field of human services for local agency personnel serving a five-county area.

Methods: Thirty-six persons from 13 agencies participated in workshops in proposal writing, the health-care system, social work, interagency cooperation, communications skills, criminal justice and corrections, and human services planning and administration.

Institutionalization, Spin Offs, Future Plans: The project helped the sponsoring institution ascertain the need for education in the human service area. As a result of the success of this program, the institution is continuing its human services curriculum, including courses in communication, community organization, and research.

Materials Developed: None

Project Director: Sr. Mary Christine Pratt

Title Director of Community Relations *Department*

Address St. Martin, OH 45118 *Institution* Chatfield College

Title I HEA State Administrator Marlene Rushay, Board of Regents - OHIO

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Postsecondary Clearinghouse

Project Duration: 1977-78

Participants: Adults in Cumberland County

Number Served: To Date

Hot Line	100
Program Development	950
Outreach Activities	300

Project Summary:

This project established a postsecondary clearinghouse so that the postsecondary educational needs of county residents could be fulfilled by an appropriate institution. The clearinghouse also provided academic or career counseling to any resident seeking assistance. Efforts were directed to implimenting the recommendations of the Service Center for community college-labor union cooperation with associate degree programs.

Methods: Maintenance of telephone hotline to make available to county residents information on all postsecondary programs currently offered within a reasonable distance of Cumberland County. Continual assessment of the needs of county residents and employers through surveys, hotline interaction records, and involvement with the County Work Education Council, which is comprised of representatives from labor, industry, and education working cooperatively to address the county unemployment problem. Outreach activities including information dissemination via (1) booths at the County Fair, Industrial Trades Fair, Cumberland Shopping Mall and (2) mailings to county service agencies and churches.

Institutionalization, Spin Offs, Future Plans: In an effort to further identify perceived areas of need, future plans include (1) working with TeleCollege to reach shut-ins and invalids and (2) an indepth study of the needs of county women.

Materials Developed:

Project Director: Thomas Henry

Title Assistant Dean of Instruction

Department Academic Services

Address P.O. Box 517
Vineland, NJ 08360

Institution Cumberland County College

Title I HEA State Administrator Robert C. Holmes, Department of Higher Education - NEW JERSEY

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: A Continuing Education Resources Information and Referral System

Project Duration: 1/1/79-6/30/79

Participants: Adults

Number Served:

Project Summary: The project involves centralization of information about continuing postsecondary educational opportunities, credit and noncredit, in the metropolitan area of Omaha, Nebraska.

Methods: (1) Development of a survey instrument for purposes of collecting information regarding adult and continuing postsecondary educational opportunities in the Omaha area; (2) administration of the survey for purposes of completion by identified adult and continuing education providers in the Omaha area; (3) provision for making the information available to the Midlands Information and Referral Agency (MIRA) for distribution through the MIRA network; and (4) publication of the information in the form of a directory of adult and continuing education opportunities in the Omaha area.

Institutionalization, Spin Offs, Future Plans:

Materials Developed:

Project Director: John Kretzschmar

Title Program Development Specialist

Address Omaha, NB 68101

Department College of Continuing Studies

Institution University of Nebraska--Omaha

Title I HEA State Administrator William S. Fuller, Commission for Postsecondary Education - NEBRASKA

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Associated Colleges Comprehensive Community Education Program

Project Duration: 1977-78

Participants: Local community citizens

Number Served:

Project Summary: Six colleges, each of which is an independent, four-year accredited liberal arts college, have been undertaking cooperative programs since 1966. The associated colleges are located in essentially rural communities with problems and needs characteristic of rural areas, such as a lack of educational and community development resources and very limited coordination of existing services. Smaller communities are faced with a rural flight phenomenon with manpower and financial resources gravitating toward larger urban centers. To counteract this trend, the attractiveness of living in rural areas for both young and old must be increased by seeking ways to improve the quality of life. The associated colleges are committed to a community development program to meet the community development and lifelong educational needs of the communities.

Methods: Six ACCK campuses will work with their communities to establish an administrative and financial resource base for ongoing community education programs. Each will (1) develop a systematic and continuous needs assessment process; (2) develop and/or sustain coordinating councils; (3) coordinate the development and scheduling of community education services; (4) communicate the availability of educational services; (5) initiate strategies to attract wider participation in community education services with special target groups; (6) work to increase community understanding of and commitment to the community education process; and (7) increase the number of individuals who have community education leadership skills.

Institutionalization, Spin Offs, Future Plans: The colleges have developed activities to involve other college professors in community development. The project has resulted in opportunities for college student involvement in community development and has modified the teacher education curriculum at the institutions. Noncredit offerings have increased in the communities, and community advisory committees have been established. On two of the campuses, centers for lifelong learning have been established. Directories have been established to describe and list activities available.

Materials Developed: No specific materials were developed for the program which could be disseminated.

Project Director: Dr. John Bower

Title Associate Professor

Department Social Work

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Institution Tabor College

Title I HEA State Administrator Gene Kasper, Board of Regents - KANSAS

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Community Education Services

Project Duration: 1977-78

Participants: Community education program staff and potential consumers of expanded programs

Number Served: 4,150 estimate

Project Summary: Delta College, in cooperation with the Saginaw Valley Community Education Association, is proposing to establish an office of support services to local community education programs in the three counties of Bay, Midland, and Saginaw. The purpose of this office will be to encourage and assist local community education directors to initiate cooperative programs and to share resources; to provide comprehensive and up-to-date information on educational, cultural, and entertainment resources available to the tri-county area; to assist program directors to locate and mobilize area services to address the education-related needs of the adult population; and to enable and assist program directors in becoming involved in community development activities. The goal of the project is to increase the quantity and quality of program offerings to the local population while providing support services to community education directors in long-range planning, program development, and community organization.

Methods: An Office of Community Education Services in the Community Affairs division of Delta College has been created. The office functions will be guided by a task force consisting of community education directors appointed by the Association and Delta College staff having responsibilities for community and off-campus affairs. Specific activities of the office will include (1) compiling an inventory of relevant resources in the tri-county area and designing a system for keeping it up to date, (2) organizing and scheduling cooperatively sponsored programs, and (3) generating communications and service linkages between area institutions and local community education programs.

Institutionalization, Spin Offs, Future Plans: Future plans for the project include designing and conducting community development training programs for community education and community agency staff, volunteer and community associations, etc., as well as professional development workshops for community education providers. Resources, information, and activity developed by the project will help establish a community service and development center at Delta College to consolidate the resources within Delta and make them more accessible to the community, and to serve a brokerage function for community education and community service activity, and for assistance in leadership and process aspects of community development.

Materials Developed: A *Tri-County Community Education Resources Directory* will be published and distributed to community schools and agencies. Eventually we hope to develop a continually updated computerized inventory of area services and resources.

Project Director: De Nell Borrello

Title Community Education Services Coordinator

Department Community Affairs

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Delta College
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Institution Delta College

Title I HEA State Administrator Robert C. Holmes, Department of Higher Education - NEW JERSEY

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: The Continuing Education Needs of Region V **Project Duration:** 6/15/77-7/31/78

Participants: Institutions of higher learning in York and Cumberland Counties **Number Served:** 8 institutions, adult learners in region

Project Summary: The Center for Research and Advanced Study, University of Southern Maine, participated in the statewide survey on the demand for adult education in Maine. This was a random sample of adults throughout the state conducted by SSRI of UMO to determine the who, what, and why (and why not) of the market for continuing education in the state. Region V also conducted its own study of the special education needs of Maine's new residents.

Methods: The statewide survey consisted of a lengthy questionnaire administered personally to approximately 1,400 adults. An overall analysis was prepared as well as separate reports on the five regions. The Region V study was developed from a questionnaire, based on the above, mailed to 900 people who had lived in Maine three years or less (as determined through data from the Bureau of Licenses).

Institutionalization, Spin Offs, Future Plans: None that we know of.

Materials Developed:

- Statewide report
- Region V report
- Report on new Mainers
- Target group study

Project Director: Patricia Solotaire

Title Project Director

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Portland, ME 04102

Department Center for Research and Advanced Study

Institution University of Southern Maine

Title I HEA State Administrator Roberta Worrick, University of Maine - MAINE

Community Service & Continuing Education

A Higher Education Act, Title I Program Abstract

Project Title: Delivery of Higher Education Courses via Satellite Television

Project Duration: 1977-78

Participants: Rural television viewers

Number Served: 30 enrolled*

*teachers, office workers, business owners, fishermen, housewives

Project Summary: This project addressed the need for determining the effective utilization of the state's telecommunications technology for postsecondary educational purposes. At first glance, low course enrollments seems to indicate a "failure" of courses offered. The project, however, answered many questions regarding the use of television as a delivery vehicle for postsecondary as well as other types of programming. The project provided college level learning opportunities to 23 communities receiving satellite broadcast television.

Methods: During the first semester, introductory telecourses in business and psychology were offered to a general audience rather than a specific target group. Only four persons actually enrolled and two students completed one or both courses, receiving three hours credit per course. Second semester offerings consisted of a child development course and accounting. Seventeen students took the latter course, and nine enrolled in child development. The child development course was offered as an in-service program to teachers in the villages in hopes that a course directed toward a specific target group would boost enrollments. Students were charged a fee of $30 per course, which included books and materials. Lack of interest in early morning viewing was cited as a problem along with poor broadcast signals.

Institutionalization, Spin Offs, Future Plans: Based on this project experience and on continuing requests from institutions and agencies for televised courses, the Sheldon Jackson administration has encouraged the project staff to consider the delivery of telecourses to other communities as an extension of present campus offerings. Additional research into need and sufficient financial support must first be generated, however, before the delivery of college courses by television becomes a viable process.

Materials Developed: As part of the project, the project director distributed to all postsecondary institutions in the state a directory of telecourses available for distribution nationally. The directory is entitled *The Mass Media College Catalog*.

Project Director: Dan Etulain

Title Director

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Department Educational Media

Institution Sheldon Jackson College

Title I HEA State Administrator Jane Maynard, Commission on Postsecondary Education - ALASKA